



Shire of
Wongan-Ballidu

Minutes (Unconfirmed)

Ordinary Meeting of Council
Wednesday, 23 July 2025



MINUTES INDEX

Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS	3
Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED	3
Item 3. PUBLIC QUESTION TIME	3
Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER	3
Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS	3
Item 6. APPLICATION/S FOR LEAVE OF ABSENCE	4
Item 7. CONFIRMATION OF MINUTES	4
7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD WEDNESDAY, 25 JUNE 2025.	4
Item 8. NOTICE OF MATTERS FOR WHICH MEETING MAY BE CLOSED	5
Item 9. REPORTS OF OFFICERS AND COMMITTEES	6
9.1 GOVERNANCE	6
9.1.1 WORKFORCE PLAN 2025 - 2030	6
9.1.2 BIKE IT TO BALLIDU GRAVEL FUNDING AGREEMENT	45
9.1.3 WONGAN CUBBYHOUSE FUNDING AGREEMENT	55
9.1.4 COUNCIL POLICY 7.6 - REPEAL	61
9.2 ADMINISTRATION & FINANCIAL SERVICES	65
9.2.1 LIST OF PAYMENTS FOR JUNE 2025	65
9.2.2 FINANCIAL REPORTS FOR MAY 2025	82
9.3 WORKS AND SERVICES	95
9.4 HEALTH, BUILDING AND PLANNING	96
9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL P555 – PROPOSED CONSTRUCTION OF A STEEL SHED FOR STORAGE AND WORKSHOP USE AT 31 JENSEN STREET, WONGAN HILLS	96
9.5 COMMUNITY SERVICES	102
9.5.1 PUBLIC ART POLICY	102
Item 10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING	108
Item 11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED	109
Item 12. CLOSURE	110

Item 1. ACKNOWLEDGEMENT OF COUNTRY / DECLARATION OF OPENING/ ANNOUNCEMENT OF VISITORS

The Shire President, Cr Mandy Stephenson, declared the meeting open at 3:05pm.

Item 2. ATTENDANCE, APOLOGIES, LEAVE OF ABSENCE PREVIOUSLY GRANTED

Attendees:

Cr Mandy Stephenson	Shire President
Cr Dwight Coad	Member
Cr Brian Donnellan	Member
Cr Sue Starceвич	Member

Leave of Absence Previously Granted:

Cr Stuart Boekeman	Member
Cr Matthew Sewell	Member

Apologies:

Nil

Note: one seat vacate due to resignation of Cr Geoffrey Chambon effective 21 July 2025.

Staff:

Sam Dolzadelli	Chief Executive Officer
Melinda Lymon	Deputy Chief Executive Officer
Melissa Marcon	Manager Regulatory Services
Stephen Casey	Manager Works and Services
Kim Walsh	Manager Community and Customer Service
Tan Evans	Executive Assistant and Governance Officer (Minutes)

Public:

Nil

Item 3. PUBLIC QUESTION TIME

Nil

Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Nil

Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS

Nil

Item 6. APPLICATION/S FOR LEAVE OF ABSENCE

Nil

Item 7. CONFIRMATION OF MINUTES

7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD WEDNESDAY, 25 JUNE 2025.

OFFICER RECOMMENDATION:

MOVER: Cr DONNELLAN SECONDER: Cr COAD

That the Minutes of the Ordinary Meeting of Council held Wednesday, 25 June 2025 be CONFIRMED as a true and correct record of the proceedings.

**CARRIED: 4/0
RESOLUTION 010725**

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

Against:

Item 8. NOTICE OF MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 WORKFORCE PLAN 2025 - 2030

FILE REFERENCE:	Strategic Planning and Reporting
REPORT DATE:	07 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli - Chief Executive Officer
ATTACHMENTS:	9.1.1.1 Workforce Plan 2025 - 2030

PURPOSE OF REPORT:

The purpose of this report is to recommend that Council endorses the Shire's 2025 – 2030 Workforce Plan.

BACKGROUND:

The Shire does not currently have a Workforce Plan. This is a key informing strategic plan which details the human resource aspect of the Shire's service delivery and requirements to deliver on the Corporate Business Plan and ultimately, the Strategic Community Plan. Previous audits have also highlighted that the Shire had no Workforce Plan, as it is alluded to in the *Local Government (Administration) Regulations 1996* as being integrated with the Corporate Business Plan.

POLICY REQUIREMENTS:

Nil

LEGISLATIVE REQUIREMENTS:

- Regulation 19DA(3)(c) of the *Local Government (Administration) Regulations 1996*

STRATEGIC IMPLICATIONS:

Endorsement of the Workforce Plan and implementation of the recommendations in the Plan will have a positive impact on the Shire's ability to deliver services and undertake actions that are recommended in the Strategic Community Plan and Corporate Business Plan.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

There are no immediate financial implications from the endorsement of this Plan. However, the Workforce Plan includes justification for proposed full-time equivalent (FTE) increases, which, if specifically supported by Council in the budget, will have financial implications as is detailed in the Plan.

COMMENT:

The Workforce Plan 2025 – 2030 has been developed over the last six months. The development of this plan has included consultation with the Management Team, a whole of organisation workforce planning survey, analysis of trends and data in the local government sector, and analysis of other external factors pertinent to human resource management.

The Plan includes justification for an increase of 1.84 FTE staff, with budget implications included. It is strongly recommended that as part of the 2025/26 Annual Budget process, Council considers these FTE increases to enable better resourcing capacity and service delivery.

A detailed workforce planning survey was provided to all staff, and a completion rate of 85% was achieved. A summary of the results from the survey are included in the Plan, which identifies several areas for improvement. The detailed results will be used operationally.

An important part of the Plan is the Strategies and Actions section, which identifies several actionable recommendations for the Shire to work towards implementing and reviewing over the life of the Plan. Delivering on these recommendations will ensure that the Shire's human resource management is of a very high standard. It also will ensure there is pathways for improvement at an organisational level, which will enhance the Shire's goal of being recognised as an employer of choice.

VOTING REQUIREMENTS: Simple majority.

ABSOLUTE MAJORITY REQUIRED: No.

NOTE: Cr Stephenson gave special thanks to all staff for the work that was taken to compile the plan.

OFFICER RECOMMENDATION:

MOVER: Cr DONNELLAN

SECONDER: Cr STARCEVICH

That Council:

Endorse the Workforce Plan 2025 – 2030, as included in attachment 9.1.1.1 to this report.

CARRIED: 4/0
RESOLUTION 020725

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

Against:

NOTE: The Shire President, Cr Stephenson gave special thanks to all staff for the work that was taken to compile the plan.



Shire of
Wongan-Ballidu

WORKFORCE PLAN

2025-2030



CONTACT US



(08) 9671 2500



shire@wongan.wa.gov.au



The Shire of Wongan-Ballidu
and Wongan Hills CRC
Customer Service Centre
WONGAN HILLS WA 6603



1 Wongan Road (PO Box 84)
WONGAN HILLS WA 6603



Monday to Friday
9.00am - 4.30pm



Shire of Wongan-Ballidu



Shire of Wongan-Ballidu



ACKNOWLEDGEMENT OF COUNTRY

The Shire of Wongan-Ballidu acknowledges the Ballardong Noongar and Yued Noongar people as the traditional custodians of the land on which we walk and we pay our respects to Elders past, present and emerging. We also pay our respects to all Aboriginal community Elders; past, present, and emerging who are part of our community and continue to play an integral role in the culture, diversity and history of our Shire.





TABLE OF CONTENTS

Executive Summary.....	5
Shire Vision.....	6
About This Plan.....	7
Workforce Plan Development.....	8
About the Shire of Wongan-Ballidu.....	9
Our Workforce.....	10
Organisational Structure.....	12
Office of the CEO.....	13
Corporate Services.....	14
Regulatory Services.....	15
Works and Services.....	16
Community and Customer Services.....	17
Review of Our Services.....	18
Summary of Workforce Requirements.....	19
Recommended FTE Increase and Justification.....	20
Industry Review.....	22
Workforce Issues in the Industry and Environment.....	26
Workforce Engagement.....	28
Equal Opportunities in the Workplace.....	29
Employee Attraction and Retention.....	30
Employee Costs.....	31
Workforce Plan Strategies and Actions.....	32
Key Performance Indicators (KPI'S).....	34

EXECUTIVE SUMMARY



The Shire of Wongan-Ballidu Workforce Plan is a key informing strategic document which sets out the ways we intend to maintain, and where viable, increase our capacity to serve the needs of our community. The plan identifies a range of human resourcing factors that are integral to ensuring the Shire can deliver on the Corporate Business Plan and ultimately, the Strategic Community Plan. This Workforce Plan has been developed in alignment with results of a review of both our internal and external environment to address any gaps in our level of services and ensure the Shire's workforce capability is of a high standard.

As an organisation, we are committed to implementing any recommendations and actions that have been identified in this Workforce Plan, to ensure our long-term success and sustainability of service delivery. The Shire has invested resources in reviewing the strategies and initiatives that will enhance priorities such as, but not limited to, staff attraction and retention, performance management, training and professional development, organisational culture, succession planning and work health and safety.

This plan is a living document that is able to be adapted to the changing and challenging environment within which we operate, this will guide how we manage our staff and that we have an effective workforce to lead the Shire of Wongan-Ballidu into the future.

The Shire of Wongan-Ballidu understands that our staff are our greatest asset and ultimately drive our success. The investments made into our human resources are therefore integral to the continuation of a high standard of service delivery, and where possible, an increase in level of service, based on community priorities and Council's strategic direction.

Sam Dolzadelli
Chief Executive Officer

SHIRE VISION

"Inclusive communities and thriving places offering a vibrant future for all."

Our Mission

To provide the foundations for community and business to lead and flourish into the future.

Our Values

As representatives of the Wongan-Ballidu community, the Council and Shire staff are guided by the following values:



PROFESSIONALISM - We will adhere to high standards and use our specialised knowledge and skills in the best interest of our community.

RESOURCEFULNESS - We will find and use available resources to solve problems and achieve goals. Being resourceful means we are willing to see things differently, work in alternative ways and collaborate well with others.

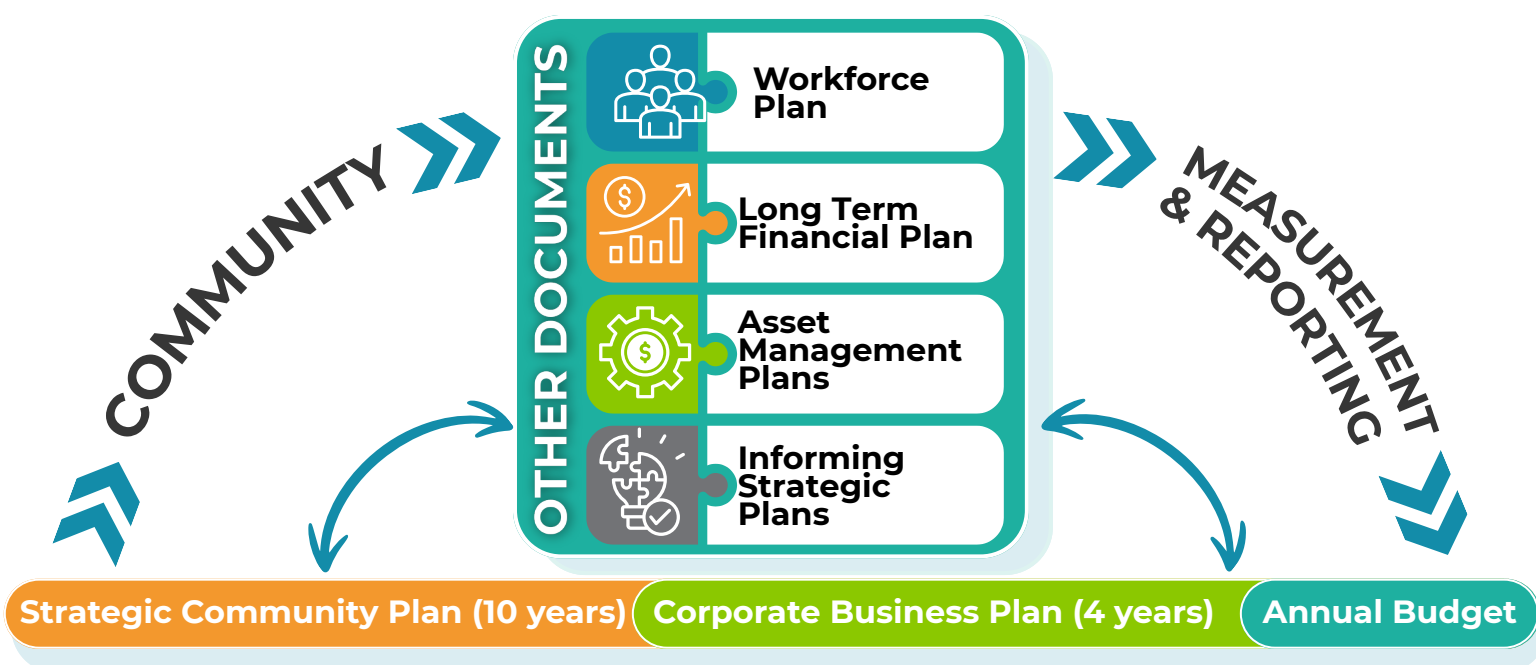
INTEGRITY - We will act with honesty, honour and truthfulness by doing the right thing no matter who is watching. Integrity is the foundation on which we build trust within the organisation and with our community.

DIVERSITY - We respect and appreciate differences in age, gender, ethnicity, education, physical ability, race, background, sexual orientation and religion among colleagues and our community.

EMPOWERMENT - We will create greater capacity and initiative by giving our teams the knowledge and skills to take action, and the confidence to make decisions.

ABOUT THIS PLAN

The workforce planning process ensures decisions that relate to the organisation's workforce align with all other organisational strategic and key informing documents. This plan links the organisation's people to its vision and strategies and focuses the workforce on service delivery. An effective Workforce Plan should also be actionable, pragmatic and provide guidance for future decision making based on today's information and performance indicators.



Integrated Planning and Reporting Framework

- Strategic Community Plan – An overarching plan that will guide the future direction of Council's policies, plans, projects and decision making over the next ten years. The current plan covers 2021 to 2031, and is scheduled to be reviewed in the 2025/2026 financial year.
- Corporate Business Plan – A plan for the Shire as an organisation to activate the strategies identified in the Strategic Community Plan and drive Shire operations.
- Annual Budget - The allocation of resources required to deliver the Strategic Community Plan and the Corporate Business Plan. The Annual Budget will be derived from an annual review of the Corporate Business Plan.
- Informing Strategic Plans – There are several standalone strategic plans which contain the detailed quantitative and qualitative information required to inform the Corporate Business Plan and Annual Budget. These plans include, but are not limited to, Workforce Plan, Asset Management Plan, ICT Plan, and any area specific strategic plans.

WORKFORCE PLAN DEVELOPMENT

In the development of the Workforce Plan, internal data has been drawn from a variety of sources including but not limited to, Western Australia Local Government Association (WALGA) Salary and Workforce Survey 2025, internal service plans, departmental reviews, exit interviews and employee surveys. Where applicable, external data has also been obtained from the Australian Bureau of Statistics (ABS).

The process to develop the Workforce Plan is illustrated below:



ABOUT THE SHIRE OF WONGAN-BALLIDU

The Shire is located in the Central Wheatbelt region of Western Australia and covers an area of 3,368 square kilometres. The localities within the Shire are Ballidu, Burakin, Cadoux, East Ballidu, Kondut, Lake Hinds, Lake Ninan, Mocardy, West Ballidu, and Wongan Hills.

The Shire of Wongan-Ballidu is a well serviced area comprising of a primary school, district high school, hospital, medical centre, childcare centre, dentists, pharmacy and much more. Wongan Hills is home to a newly redeveloped co-located recreation complex, which has excellent sporting and recreational facilities to cater for all. The Wongan Hills Memorial Swimming Pool has a 50m pool, as well as a toddler pool and plenty of open space. The Shire has a plethora of green public open spaces for everyone and anyone to enjoy.

The area has lots to offer, many tracks and trails to walk, over 1,200 species of flora to enjoy, and being an Astrotourism Town there are spectacular astrophotography and stargazing opportunities. The Shire has a very welcoming community and being only a short distance from Perth with all the advantages country living can offer, the Shire of Wongan-Ballidu is the lifestyle to love.



OUR AREA



Population : **1, 297**

Aboriginal and/or Torres Strait Islander: **5.9%**



Area: **3,368km²**

Number of Private Dwellings: **680**

Distance to Perth: **184km Northeast of Perth**

Number of Local Clubs and Associations: **76**

REPRESENTATION



Number of Electors: **937**

Number of Elected Members: **7**

OUR FINANCIAL POSITION

Annual Rates Levied: **\$3.57M**

Annual Operating Income (excluding Rates): **\$4.2M**

Annual Operating Expenditure: **\$14M**

Borrowings: **\$1.7M**

Employee Provisions: **\$0.45M**

Roads: **\$190M**

Other Infrastructure: **\$30M**

Property, Plant and Equipment: **\$34M**

Cash Reserves: **\$3.5M**

Value of Net Assets: **\$258M**



OUR WORKFORCE

To achieve the vision of Council, derived from the priorities set out in the Strategic Community Plan 2021-2031 by the community, the Shire as an organisation is structured in a way to efficiently apportion and delineate delivery of services between different departments.

Staff are assigned to one of five departments. Four departments are led by a manager who reports to the CEO, while the Office of the CEO is overseen directly by the CEO.

THE DEPARTMENTS

A blue circular icon with a faint background image of a building.

**OFFICE OF
THE CEO**

A green circular icon with a faint background image of a classical building.

**REGULATORY
SERVICES**

A teal circular icon with a faint background image of a building.

**CORPORATE
SERVICES**

A grey circular icon with a faint background image of a water tower and a tree.

**WORKS
AND
SERVICES**

An orange circular icon with a faint background image of a building.

**COMMUNITY
AND
CUSTOMER
SERVICES**

Workforce Summary Statistics

(2024/2025 Financial Year)



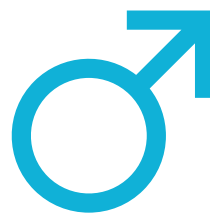
Female Employees

46%



Number of Employees:

41



Male Employees

54%



Median Age

52



Full-time Equivalent (FTE):

37.47



Average Tenure of Employees

5.5 years



Age Range

20-69

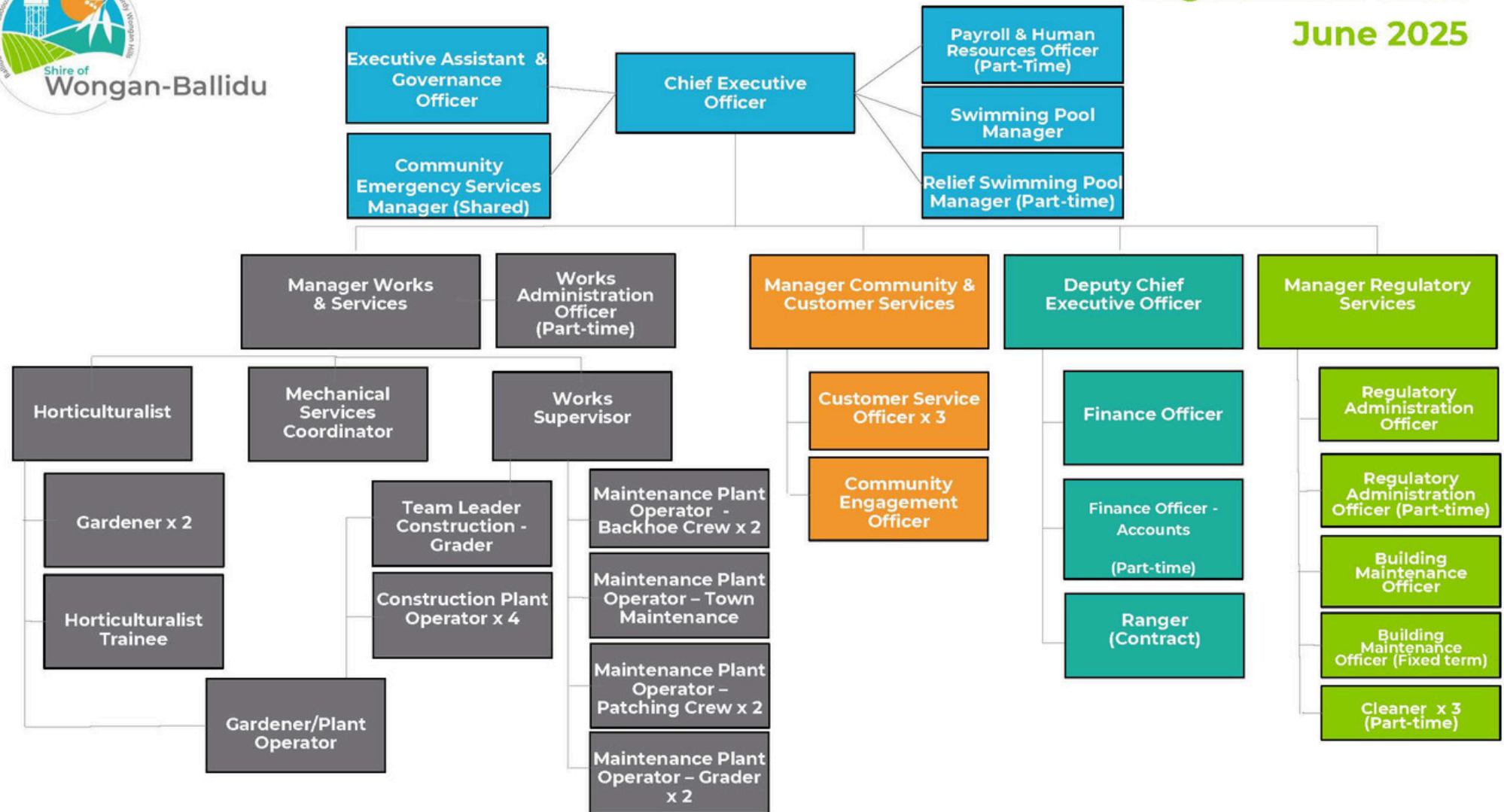
Recent Structure Changes

- Customer Service Restructure – This change amalgamated all Shire Customer Service to the CRC building and transitioned the core responsibility of Customer Service to a newly re-titled Community and Customer Services department. A Shire Customer Service Officer was transitioned to join the two CRC Customer Service Officers to form a new team of three Customer Service Officers, with updated position descriptions.
- A second Building Maintenance Officer (BMO) position was established due to the workload demand in this area.
- The Pool Manager was transitioned to report directly to the CEO.
- The Role of Librarian was amalgamated into the Customer Service Officers' new position descriptions.

ORGANISATIONAL CHART



Organisation Chart June 2025



OFFICE OF THE CEO

Areas of Responsibility

The Office of the Chief Executive Officer is responsible for overall strategic leadership, governance, and administration of the local government. The CEO ensures the implementation of Council decisions, oversees financial management, compliance with legislation, and efficient service delivery to the community. This office also manages stakeholder engagement, corporate planning, and staff leadership while driving initiatives that align with the Council's vision and policies. The CEO acts as the primary link between elected officials and the administration, ensuring transparency, accountability, and effective governance.

Current State

The following changes have been made in the Office of the CEO over the past three years:

- Retitle of Executive Assistant to the CEO role to Executive Assistant and Governance Officer.
- Retitle of Customer Service Officer – Payroll and Human Resources (HR) to Payroll and Human Resources Officer, and new Work Health and Safety (WHS) administration duties were added to the role.
- Marketing and Communications Role was moved under Community Services (prior to retitle).
- Emergency Management transitioned back to CEO, with DCEO remaining responsible for bushfire administration.
- Pool Manager reporting line moved under Office of the CEO in December 2024.
- In August 2024, a Community Emergency Services Manager (CESM) commenced two days per week with the Shire. The CESM is a shared resource with the Shire of Victoria Plains.

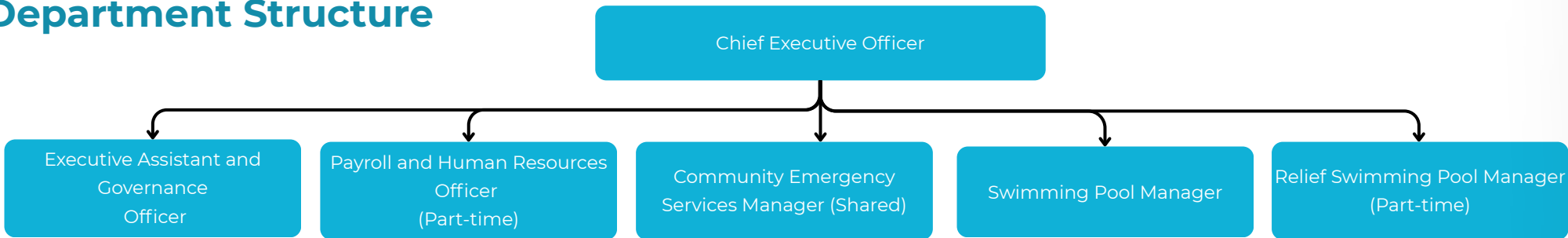
Human Resources

There is the equivalent of 3.77 full-time employees in the Office of the CEO (not including the CESM). Currently nine staff, including the department managers and the CESM, report directly to the CEO.

Implications/Future Planning

- Additional HR demand with audit and Workforce Plan actions and recommendations.
- Increased WHS demand from new legislation and audit items.

Department Structure



CORPORATE SERVICES

Areas of Responsibility

The Corporate Services department is responsible for a wide-range of key administrative, financial and other functions that support the Shire's operations. This includes, but is not limited to, responsibility for the Annual Budget and Annual Budget Review, Annual Financial Report, Information and Technology (IT), financial and IT audits, rates, payroll, accounts, insurance, recordkeeping, bushfire administration and ranger services.

Current State

The following changes have been made in the Corporate Services department over the past three years:

- Executive position title changed from Manager of Finance and Administration/Deputy Chief Executive Officer to Deputy Chief Executive Officer (DCEO).
- Emergency Management transitioned to CEO, however DCEO still responsible for bushfire administration and overall emergency management support to CEO.
- Finance Officer roles were retitled to remove Customer Service.
- Customer Service was moved under Community and Customer Services.

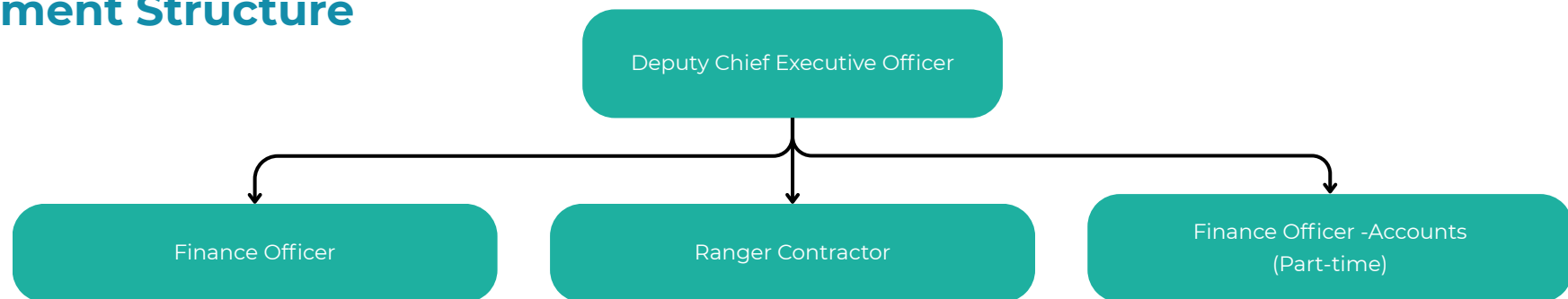
Human Resources

There is the equivalent of 2.65 full-time employees in Corporate Services, and in addition to this a contract Ranger service providing 10 hours per week.

Implications/Future Planning

- Transition of payroll to Corporate Services.
- Additional resourcing required for payroll function as well as projects and business improvements required from various audits and administrative support.

Department Structure



REGULATORY SERVICES

Areas of Responsibility

The Regulatory Services Department is responsible for ensuring compliance with planning, building, health and environmental regulations to support sustainable development and community well-being. This department also oversees property maintenance and management of Shire-owned building assets, ensuring they are well-maintained and fit for community use. Additionally, the waste management function and cemetery services are also managed by this department.

Current State

The following changes have been made in the Regulatory Services department over the past three years:

- Due to the Customer Service restructure and internal movements, Regulatory Services now has a single full-time (1 FTE) Regulatory Administration Officer and a second part-time (0.4 FTE) Regulatory Administration Officer (vacant as of June 2025).
- A second Building Maintenance Officer was approved by Council and appointed in February 2025 on a fixed term contract.
- The Pool Manager reporting line was moved to the Office of the CEO in December 2024.
- Currently operating with two part-time cleaners, with a vacancy held over.

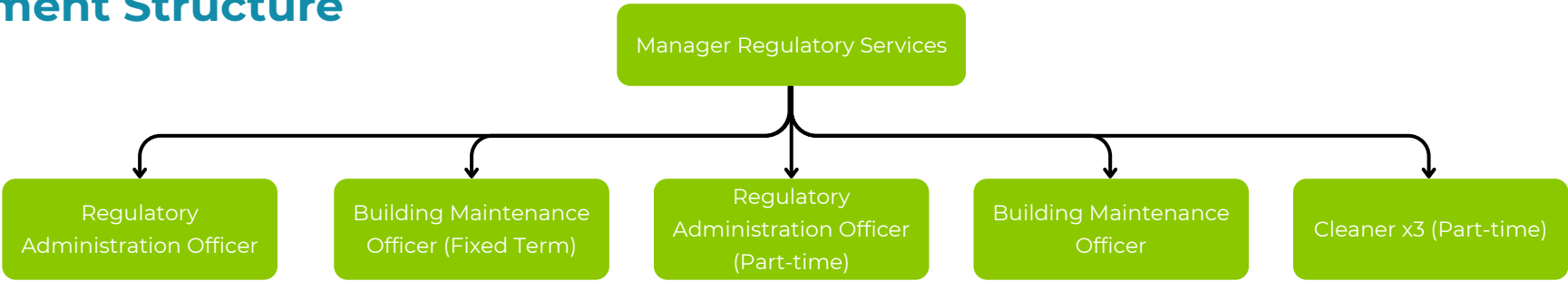
Human Resources

There is the equivalent of 5.4 full-time employees in Regulatory Services.

Implications/Future Planning

- Nil

Department Structure



WORKS AND SERVICES

Areas of Responsibility

The Works and Services Department is responsible for a wide range of public infrastructure and public open space, including, but not limited to, road construction and maintenance, footpaths, drainage, airstrips, dams, and parks and ovals. The department also manages mechanical services which repairs and maintains Shire-owned plant and equipment.

Current State

The following changes have been made in the Works and Services department over the past three years:

- Due to an internal promotion from the Construction Team, this team now operates with five members not six.
- With an internal promotion in the construction team, and demand in the parks and gardens team, the vacant construction position which was filled is now apportioned between the two teams.

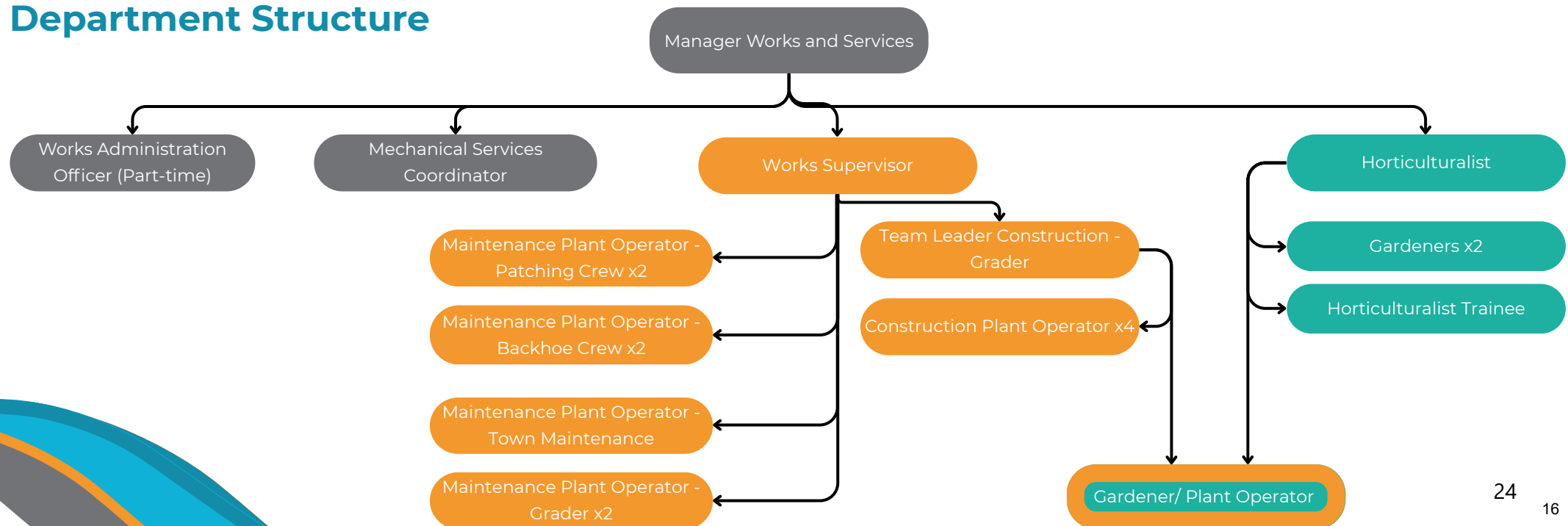
Human Resources

There is the equivalent of 20.65 full-time employees in Works and Services. This includes 19 full-time staff, 1 part-time staff in the Works Administration Officer role, and 1 trainee (commencing 2025/2026).

Implications/Future Planning

- Aging workforce, succession planning required.

Department Structure



COMMUNITY AND CUSTOMER SERVICES

Areas of Responsibility

The Community and Customer Services Department is responsible for supporting community well-being, engagement, and access to essential customer services. This includes community development initiatives that support social inclusion, events, and local programs. The department manages the Wongan Hills Community Resource Centre (CRC), providing vital services, information, and support to residents. It also oversees Shire customer services, including the management of the local Library.

Current State

The following changes have been made in the Community and Customer Services department over the past three years:

- The Marketing and Communications role was transitioned to the Community Services department and began providing more assistance with community development related tasks.
- As part of the Shire's customer service restructure, this department became responsible for all customer service and the department was retitled to Community and Customer Services.
- The Marketing and Communications role was retitled to Community Engagement Officer to better suit the tasks undertaken by this role.
- The part-time Library Officer role was not replaced following the resignation of the Library Officer. These duties were then absorbed by the full-time Customer Service Officers.
- The Community Engagement Officer also now provides 10 hours per month support to LUMEN (Wheatbelt Regional University Study Hubs). This was a separate role for a period of time, but resourcing demand reduced.
- A third full-time Customer Service Officer (role previously at the Shire Administration shared with Corporate Services and Regulatory Services) has been appointed to the full-time Customer Service Officer role as part of the restructure.

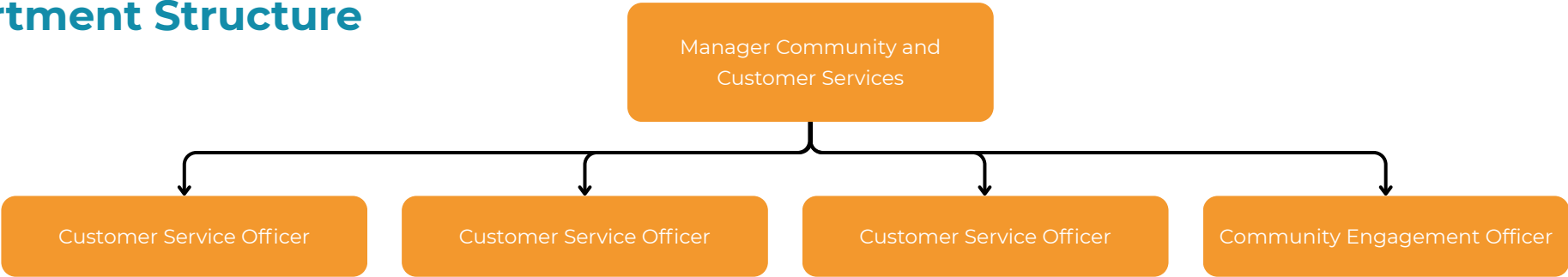
Human Resources

There is the equivalent of 5 full-time employees in Community and Customer Services. The role of Librarian has not been replaced subsequent to the recent resignation of the Shire's long-term Librarian, as this service will be provided by the Customer Service Officers.

Implications/Future Planning

- A coordinator resource will be required for the new Staying in Place initiative that was endorsed by Council.

Department Structure



REVIEW OF OUR SERVICES

The Executive Leadership Team undertook a desktop review of its operational services, looking at service capacity and the staffing resources required. Further consideration is also required to address leave liabilities, succession planning and further training and development of staff to meet service levels.

Service types identified are as follows:

OFFICE OF THE CEO

- Leadership and Governance
- Human Resource Management
- Strategic Planning
- Emergency Management
- Swimming Pool
- Economic Development

CORPORATE SERVICES

- Accounting, Finance & Taxation
- Information Technology
- Records Management
- Ranger Services
- Bushfire Administration

REGULATORY SERVICES

- Health
- Building
- Planning
- Waste
- Cemeteries
- Property Maintenance

WORKS AND SERVICES

- Roads – Construction and Maintenance
- Other Infrastructure – Footpaths, Drainage, Carparks, Dams, Airstrips
- Parks and Gardens
- Fleet and Mechanical Services

COMMUNITY AND CUSTOMER SERVICES

- Customer Service
- Community Development
- Marketing and Communications
- CRC
- Library
- Events and Tourism

SUMMARY OF WORKFORCE REQUIREMENTS

This section specifically deals with what workforce resources the Shire currently has and what level of human resourcing is required to deliver on the outcomes in the Strategic Community Plan, as well as operational requirements to provide services that meet the community's needs and ensure the Shire maintains compliance with increasing statutory and regulatory requirements.

SUMMARY OF WORKFORCE FUTURE DEMAND ASSESSMENT

Department	Current FTE	Contractors/ Other	Change in Demand for Services	Future FTE Requirements
Office of the CEO	3.77	CESM – 0.4 FTE	Additional HR and WHS workload demand	Additional 0.18 FTE required. New FTE = 3.95
Corporate Services	2.65	Ranger – 0.25 FTE	Payroll to be transitioned to Corporate Services from the Office of the CEO Additional resourcing required for business improvement and audit-related projects	Additional 1 FTE required. New FTE = 3.65
Regulatory Services	5.4	Waste Management Contractor	Nil	No additional FTE required.
Works and Services	20.65	Nil	Nil	No additional FTE required.
Community and Customer Services	5	Nil	Staying in Place Program – Coordinator required	Additional 0.66 FTE required. New FTE = 5.66
Total:	37.47			1.84

RECOMMENDED FTE INCREASE AND JUSTIFICATION

DEPARTMENT: OFFICE OF THE CEO

Role	FTE increase	Justification	Projected additional cost per annum
Human Resources Officer	0.18 FTE increase. Increase from 0.57 FTE to 0.75 FTE.	Currently the payroll and HR function is combined into a single role 'Payroll and HR Officer.' It is recommended that the payroll function is transferred to Corporate Services, and that the FTE capacity for the HR function is increased in order to deliver on the strategies and actions identified in this Workforce Plan, as well as pre-existing HR business improvements from prior audits and best practice. This may also increase capacity for more WHS responsibility to be undertaken by the HR Officer.	\$15,000

DEPARTMENT: CORPORATE SERVICES

Role	FTE increase	Justification	Projected additional cost per annum
Payroll / Projects and Business Improvement Officer	New FTE. Increase from 0 FTE to 1 FTE.	<p>As part of the transferring the payroll function to Corporate Services, it has also been identified that there is a strong demand for additional resourcing in this department for a range of projects and business improvement initiatives. The Shire still has a number of outstanding audit action items and with the implementation of the new ERP, as well as strategic planning, the demand on this department is too large.</p> <p>The Shire up until the 2024/25 annual budget did have a 0.8 FTE allocated in the workforce budget for an 'Asset Management Officer' (AMO) who also assisted with these other tasks from time to time. The AMO took on another internal opportunity which left that role vacant and then was removed from the 2024/25 budget and a portion of this budget allocated to consultancy.</p> <p>Prior to the customer service restructure, the Customer Service Officer – Administration whom worked from the administration building, undertook several administrative tasks to support the Corporate Services department. This resource was transitioned to the Community and Customer Services department as part of the restructure.</p>	\$70,000

DEPARTMENT: COMMUNITY AND CUSTOMER SERVICES

Role	FTE increase	Justification	Projected additional cost per annum
Staying in Place - Coordinator	New FTE. Increase from 0 FTE to 0.66 FTE.	Council resolved to support the Shire initiating the Staying in Place program. Council have been briefed on the program and the additional human resourcing requirement that will be required by way of a coordinator role for this program.	\$50,000*

**As \$10,000 will be received to initiate the program, this cost in the initial financial year to the Shire would be projected to be \$40,000. The commission from the program is then expected to make this role cost-neutral to the Shire.*



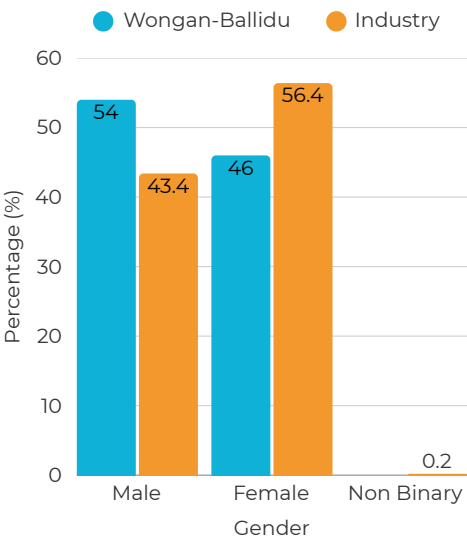
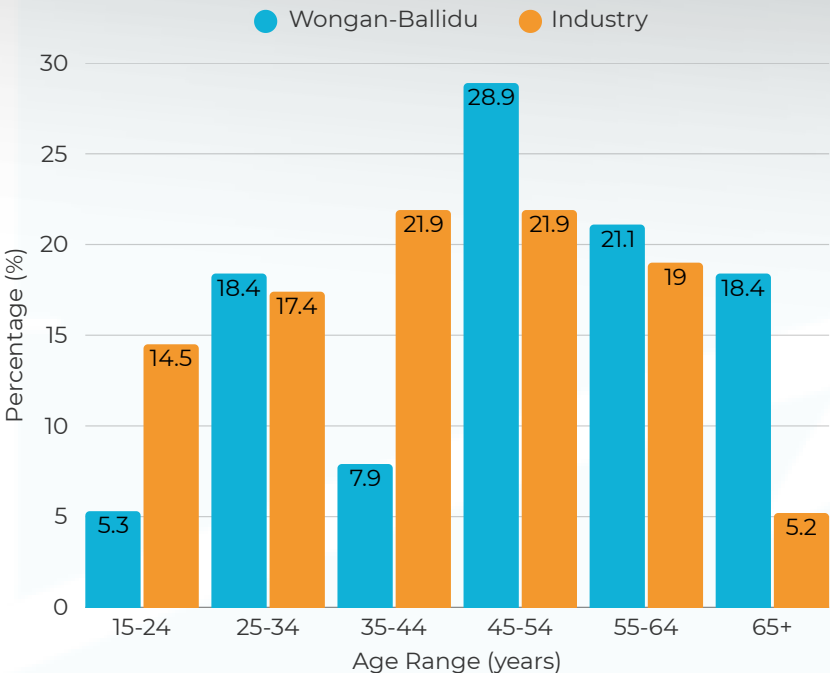
INDUSTRY REVIEW

The Shire of Wongan-Ballidu continues to participate in the annual WALGA Benchmarking Survey.

The results from the 2024/2025 survey are shown in the graphs below and provide an indication of how the Shire compares to the WA local government industry.

EMPLOYEE AGE DEMOGRAPHIC

The Shire of Wongan-Ballidu has an aging employee demographic, with above average numbers of employees in categories 45 years and above.

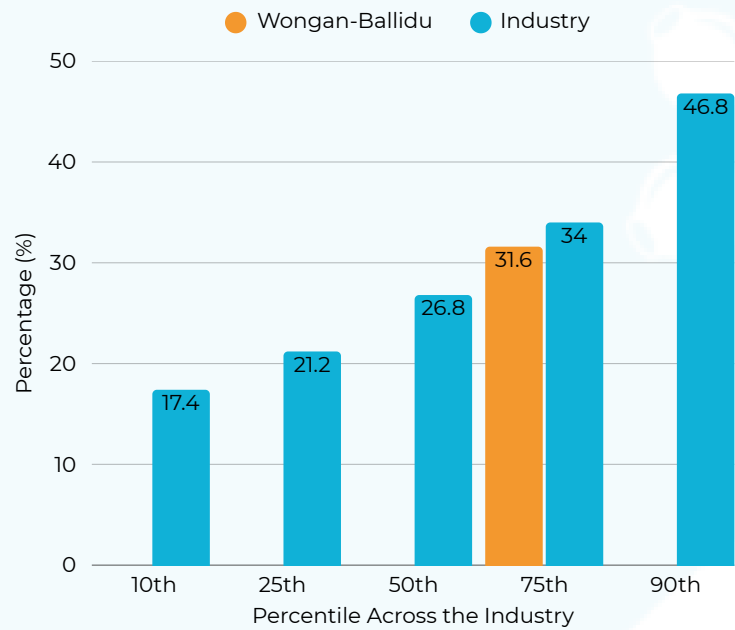


EMPLOYEE GENDER DEMOGRAPHIC

The Shire continues to maintain a gender-balanced workforce, and 60% of senior management is female.

EMPLOYEE TURNOVER RATE

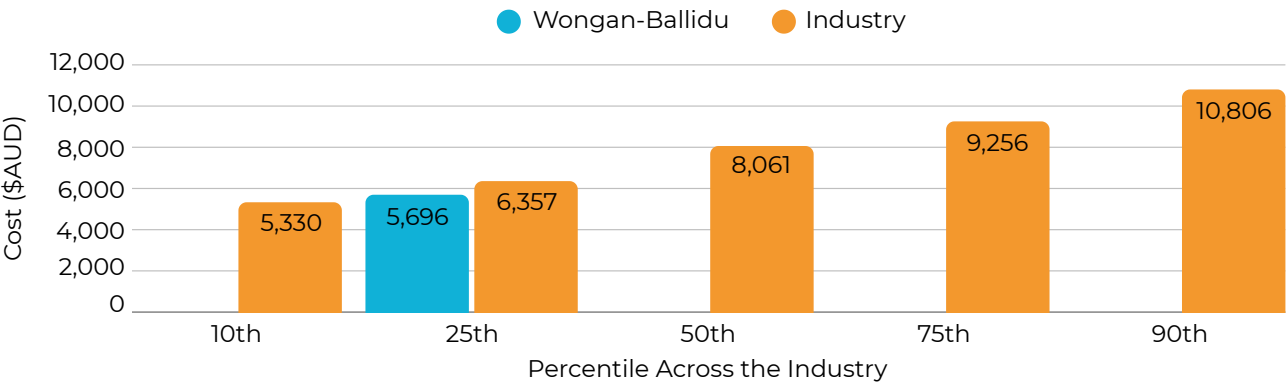
The Shire's employee turnover rate was 31.6%, which sits in the 75th percentile across the industry. The median turnover rate across the industry was 26.8%. The staff turnover rate for 2024/2025 is 19%, which illustrates a positive change from the previous years' figures.



LEAVE LIABILITIES

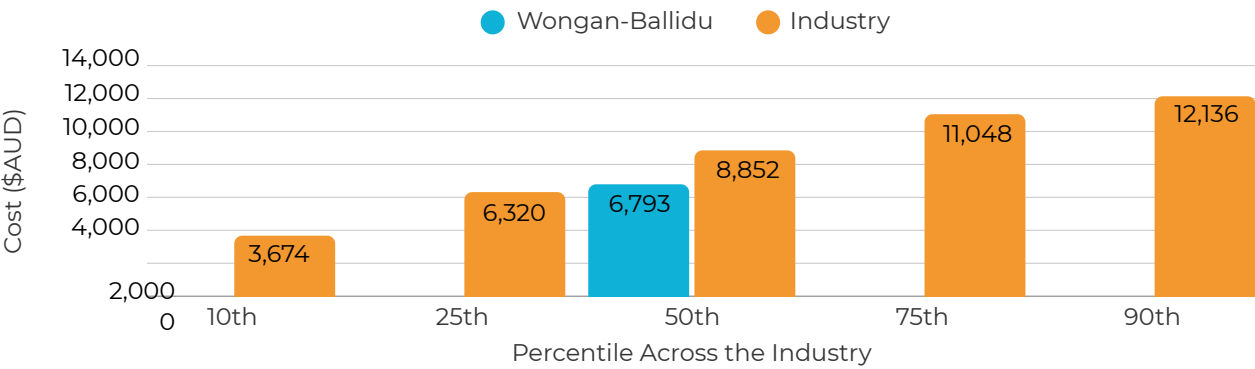
ANNUAL LEAVE LIABILITY (per FTE)

The Shire's annual leave liability per FTE sits in the 25th percentile in the industry. This illustrates that overall staff are utilising their annual leave adequately. There is a small number of staff who have excess annual leave accruals and leave plans have been implemented to address this.



LONG SERVICE LEAVE LIABILITY (per FTE)

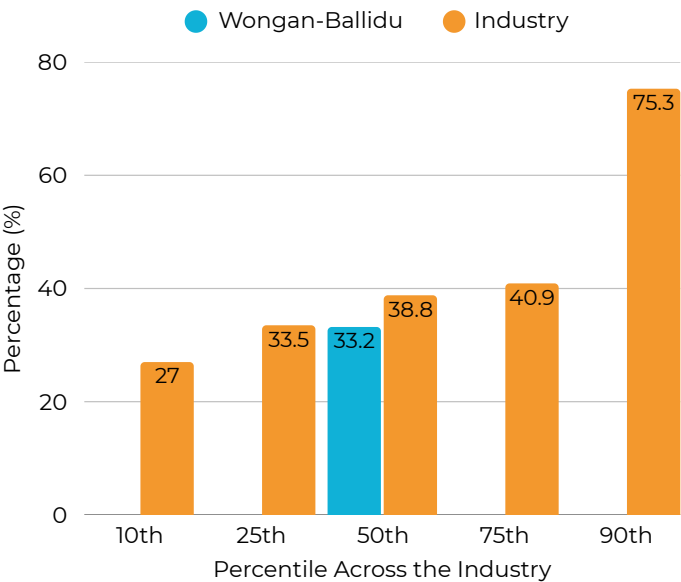
The Shire's long service leave liability per FTE sits at the lower end of the range in the 50th percentile in the industry. In the next two years, it is anticipated that this will further reduce as there is one staff member currently entitled to long service leave, two are entitled in the next six months, two more are entitled in the next 9-12 months and one is entitled in less than 24 months.



EMPLOYEE EXPENSES

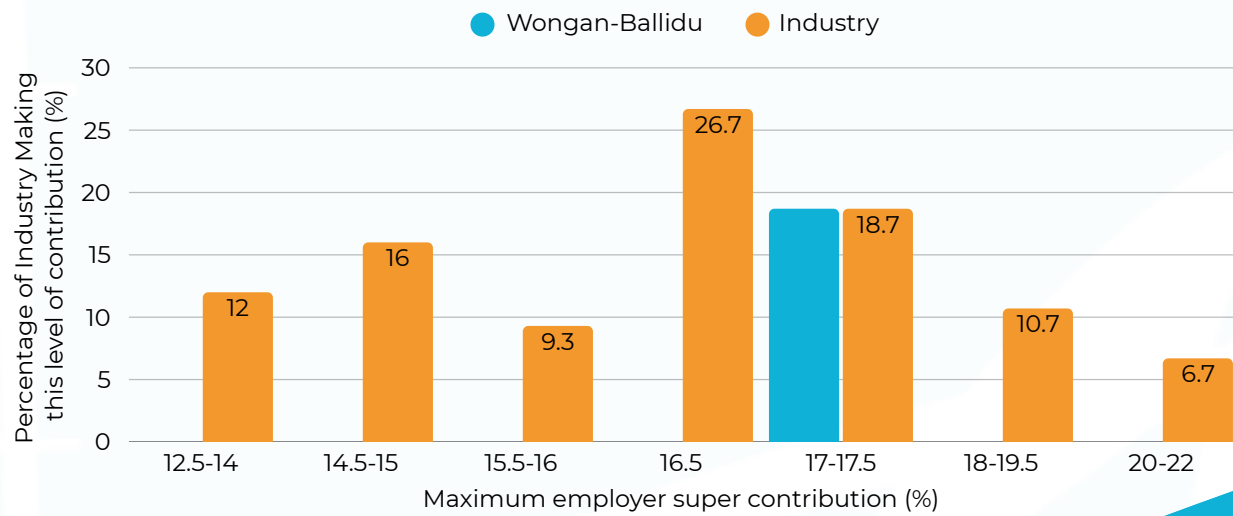
Employee costs make up a significant portion of a local government’s budget. Employee costs are defined as “all costs associated with the employment of a person, such as salaries, wages, allowances, fringe benefits, superannuation, worker’s compensation insurance, training costs, recruitment costs etc.”

The median percentage of employment cost as a percentage of annual budget for Salaries and Allowances Tribunal (SAT) Band 4 local governments was 31%. The Shire sat slightly above this at 33.2%, however, sits comfortably below the industry median of 38.8%.



SUPERANNUATION

The results from the industry survey shows that only one third of local governments have a superannuation cap (SGC plus Council co-contribution) of greater than 16.5%. The Shire pays up to a maximum of 17.5% (based on 11.5% SGC), however, the Council co-contribution increases incrementally from 1%, and staff are not eligible for the 6% co-contribution until 10 years of service under current policy.



WORKFORCE ISSUES IN THE INDUSTRY AND ENVIRONMENT

Local governments in Western Australia are currently facing significant workforce challenges that impact their ability to deliver essential services effectively. Below are several key issues the Shire currently faces.

AVAILABILITY OF SKILLS

One of the primary concerns is the shortage of skilled workers, particularly in regional and remote areas. This was exacerbated by the impacts of the Covid-19 pandemic. Many local governments struggle to attract and retain qualified professionals in a range of roles across the board. This shortage places additional pressure on existing staff, leading to increased workloads, burnout, and difficulties in maintaining service levels. Furthermore, competition with the private sector and other government agencies for skilled employees makes it harder for local governments to secure the workforce they need.



AGING WORKFORCE DEMOGRAPHIC

Local governments are also faced with the issue of aging workforces. This varies across the industry, however, in the Shire of Wongan-Ballidu's case, 25% of the workforce is over the age of 60, and this includes 15% over the age of 65. The majority of these staff over the age of 60 work in an outdoor environment, in a more physically demanding role. There is a risk to the Shire of losing the wealth of knowledge and experience that these staff have accumulated over their tenures. There is also a risk that multiple staff finish employment with the Shire during a similar period, which in turn means a lack of resources for certain periods whilst recruiting takes place.



COST OF LIVING

A significant increase in the cost of living over the recent years has impacted local government's ability to attract and retain staff, in particular smaller regional local governments who have a very limited revenue stream outside of rate revenue. Local governments cannot consistently afford to increase salaries and wages in line with recent CPI. Perth CPI for recent years is recorded as:

- June 2021 to June 2022 = 7.4%
- June 2022 to June 2023 = 4.9%
- June 2023 to June 2024 = 4.6%



HOUSING

Another key issue is the lack of housing supply in the local market. In order to attract skilled staff, this often requires housing to be available. This issue is exacerbated in the instance whereby an outgoing staff member resides in a private rental. The Shire is nearing practical completion on four new houses which will boost the Shire's own housing supply in an effort to mitigate this risk. The Shire is also involved with a workforce accommodation study, which aims to clearly illustrate the gap in local housing supply and the demand for housing. The intent is that this study will put the Shire in a strong position to secure future land development and housing related funding to increase supply in the market.



WORKFORCE ENGAGEMENT

A workforce survey was conducted by the Shire in May 2025. The survey was designed to assess staff perception of the Shire's performance in HR management including staff satisfaction, training and development needs, as well as seek feedback on areas of improvement for future workforce planning.

2025 SURVEY SUMMARY

AREAS WE ARE DOING WELL IN:

Area	Satisfaction rating
Training and development	93%
Equipment and resources	90%
Access to senior management	90%
Clearly defined roles and expectations	87%
Appreciation and acknowledgment	83%

AREAS FOR IMPROVEMENT:

Area	Satisfaction rating
Relief for roles	52%
Internal customer service and teamwork	60%
Communication	66%
Organisational Culture	68%
Recruitment	69%

SUMMARY FEEDBACK



Staff attraction and retention – Remuneration, leadership and work-life balance and flexible working arrangements were the top three factors to contribute to this.



Organisational Culture – More teambuilding and fun activities to drive organisational values. Investigate all administrative staff working from a single building.



Communication – Whilst there has been a good improvement over the past 12 months, there is still room for further improvement.





EQUAL OPPORTUNITIES IN THE WORKPLACE

An important factor in developing any Workforce Plan is Equal Employment Opportunity (EEO.) The *Equal Opportunity Act 1984* and Council Policy 6.1 – Equal Employment Opportunity provides the standard to which the Shire of Wongan-Ballidu will aim to uphold when dealing with any employment matters. This includes but is not limited to, recruitment, training and development, internal promotions, and employment benefits. All employment opportunities will be provided based solely on the principle of merit.

All staff are encouraged to embrace equity and diversity within the organisation. The Shire collates data as part of the new employee induction process through a diversity questionnaire to better understand the organisation's diversity demographic.

Key principles to follow that will ensure diversity, respect and equal opportunity within the Shire include:

- A positive, inclusive, and harassment-free workplace culture is communicated and promoted within the organisation.
- Managers and leaders are aware of their EEO responsibilities.
- Performance management criteria for managers and leaders include the ability to attract and retain a diverse workforce and promote an inclusive work culture.
- There is an effective grievance resolution process where staff are able to raise concerns and issues.
- Workplace culture is monitored and assessed to determine that it is inclusive and free from harassment and unlawful discrimination.
- Recruitment and selection practices provide equal opportunity and flexibility for all employees and potential employees.
- Retention practices are in place to identify, develop and retain staff from all diversity groups.
- The organisation monitors and assesses employment practices to ensure they contribute positively to attracting and retaining a diverse workforce.
- Demographic data is systematically collected to monitor and report on diversity.





EMPLOYEE ATTRACTION AND RETENTION

Workforce planning ensures that appropriate steps are taken to guarantee the Shire will have employees with the knowledge, skills and abilities to meet the future needs of the Shire.

Some of the key factors for employee attraction and retention include job satisfaction, employee engagement, organisational commitment, and monetary rewards. Employee retention, especially in critical positions, is a key challenge for the majority of local governments today. It is important that the Shire retains staff adequately to ensure the continuation of organisational knowledge is maintained, and projects and service delivery remains at a high level.

The Shire has implemented several strategies and initiatives to assist with attraction and retention of staff including:

- 9-day fortnight options
- Flexible work arrangements where practicable
- Free skin cancer checks
- Employee Assistance Program
- Training and professional development opportunities
- Matching superannuation contributions of up to 6%
- Four Health and Wellbeing leave days per financial year (in addition to standard leave)
- Two bonus public holidays in lieu per year
- Staff housing
- Water usage allowance
- Private and commuting use of vehicles
- Social Club
- Uniform allowances
- Newly revised performance and probation reviews and exit interviews

As part of the staff surveys conducted, staff were encouraged to provide suggestions for any other employment benefits they would like the Shire to consider. As part of the ongoing Industrial Agreement negotiations, employment conditions and benefits are also being investigated in an effort to enhance the Shire's staff attraction and retention.

TURNOVER RATES

Financial Year	Turnover Rate
2020/2021	32%
2021/2022	26%
2022/2023	37%
2023/2024	32%
2024/2025	19%

As illustrated in the table, from 1 July 2020 to 30 June 2024, the Shire's average turnover rate was 32%. As at 31 May 2025, the current turnover rate is 19%. This is a metric in which the Shire will aim to improve moving forward. However, due to the aging demographic of the workforce, this will be skewed in a number of instances.

EMPLOYEE COSTS

Employee costs are defined as “all costs associated with the employment of a person such as salaries, wages, allowances, benefits such as vehicles and housing, superannuation, employment expenses, workers compensation insurance, training costs, conferences, safety expenses, fringe benefit tax.”

Employee costs are allocated between operating and capital expenditure and reported in the statutory documents such as the Annual Budget, Annual Financial Report and Monthly Financial Report. Historically since 2018/2019, total operating employee costs for the Shire of Wongan-Ballidu has accounted for 51% of the Shire’s total cash operating expenditure budget (excluding depreciation and loss on disposals). This can vary depending upon the capital works program for a financial year, as this will impact the amount of in-house labour allocated to operating versus capital.

The tables below illustrate the historical budget and actual figures for total salaries/wages plus superannuation expenses and training and development.

SALARIES/WAGES AND SUPERANNUATION

Financial Year	Budget	Actual	Variance (\$)	Variance (%)
2018/2019	\$2,501,327	\$2,432,214	\$69,113	2.76%
2019/2020	\$2,701,169	\$2,733,692	(\$32,523)	(1.2%)
2020/2021	\$2,889,407	\$2,759,733	\$129,674	4.49%
2021/2022	\$2,956,890	\$2,795,125	\$161,765	5.47%
2022/2023	\$3,159,926	\$2,952,196	\$207,730	6.57%
2023/2024*	\$3,378,628	\$2,967,507	\$411,121	12.17%

**Significant favourable variance in 2023/2024 due to multiple vacancies accounting for approximately \$200,000 as well as approximately \$100,000 of leave paid out.*

TRAINING AND DEVELOPMENT

Financial Year	Budget	Actual	Variance (\$)	Variance (%)
2018/2019	\$59,551	\$24,070	\$35,481	59.58%
2019/2020	\$58,410	\$43,243	\$15,167	25.97%
2020/2021	\$67,412	\$52,993	\$14,419	21.39%
2021/2022	\$72,046	\$78,546	(\$6,500)	(9.02%)
2022/2023	\$70,000	\$30,019	\$39,981	57.12%
2023/2024	\$76,500	\$44,896	\$31,604	41.31%

The Shire will implement initiatives to further encourage staff to undertake training, education and professional development opportunities to increase the utilisation of the annual budget.



WORKFORCE PLAN STRATEGIES AND ACTIONS

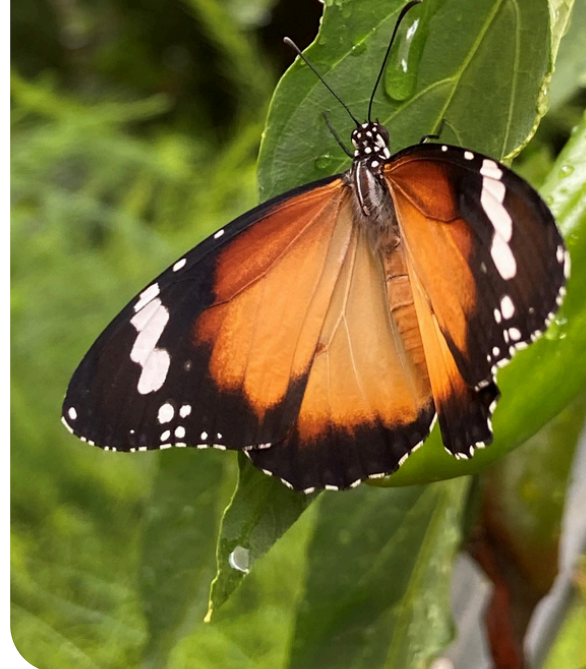
The Workforce Plan strategies and actions outlines the strategic goals and initiatives designed to build a strong, sustainable, and capable workforce. This section identifies key priorities such as service delivery capacity, organisational culture, talent attraction and retention, staff development, succession planning, and workforce health and safety. It also details the actions required to address current and future workforce challenges, ensuring the Shire can effectively deliver services to the community.

Strategy	Action	Responsibility	When
1. Grow our workforce capacity	1.1 Review staff training and development gaps and implement training and development plans.	Human Resources and Management	2025/2026
	1.2 Service level reviews to identify how we can deliver services more efficiently.	Management	2025/2026
	1.3 Promote and enable staff to learn other roles, and develop departmental plans for relief and leave arrangements to ensure continuity of service during these periods.	Management	2025/2026
	1.4 Investigate shared resource arrangements with other local governments to cover any gaps in service.	Human Resources and Management	Ongoing
2. Enhance our organisational culture	2.1 Promote the Shire's Social Club to all staff who are not yet involved and drive the activeness of the Social Club.	All Staff	Ongoing
	2.2 Host whole-of-staff culture and teambuilding days.	Human Resources	Ongoing
	2.3 Trial lunch and learn sessions.	Human Resources and Management	2025/2026
	2.4 Continually assess and prioritise organisational communication and implement improvements where identified.	Management	Ongoing
	2.5 Continue to review employee's alignment with the organisation's values.	Human Resources and Management	Ongoing
	2.6 Investigate the transition of all administration staff to the Shire of Wongan-Ballidu and Wongan Hills CRC Customer Service Centre.	CEO and Council	2027/2028 +
	2.7 Investigate upgrades to the works depot facilities.	CEO and Manager of Works and Services	2025/2026+

3. Attract and retain talented and passionate employees	3.1 Review the recruitment and onboarding process.	Human Resources and Management	2025/2026
	3.2 Actively promote the benefits of working for the Shire through all channels.	Human Resources and Community and Customer Services (Marketing)	Ongoing
	3.3 Review employment benefits during the Industrial Agreement process to ensure we are competitive.	Human Resources	2025/2026
	3.4 Where practicable, enable flexible working arrangements to promote work-life balance.	Management	Ongoing
	3.5 Ensure staff tenure milestones and achievements are highlighted internally and externally.	Human Resources and Management	Ongoing
4. Succession planning	4.1 Develop succession plans to future-proof service delivery.	Management	2025/2026
	4.2 Investigate job-share arrangements for staff wishing to reduce hours.	Human Resources and Management	2025/2026
	4.3 Develop plans and protocols for higher duties (acting) opportunities.	Management	2025/2026
5. Optimise operational efficiencies through technology	5.1 Complete implementation of new ERP system.	Corporate Services	2025/2026
	5.2 Investigate opportunities to digitise processes and workflows.	Management	Ongoing
6. Strive to prioritise workplace health and safety	6.1 Undertake review of WHS roles and responsibilities.	CEO	2025/2026
	6.2 Promote importance of WHS and encourage new members to join the WHS Committee.	All Staff	Ongoing
	6.3 Implement staff leave management plans to ensure all staff are utilising their recreational leave entitlements in a timely manner.	Human Resources and Management	2025/2026

KEY PERFORMANCE INDICATORS (KPI'S)

Key Performance Indicators will aim to measure the Shire's performance in achieving the desired outcomes as included in the Workforce Plan strategies and actions section of this plan. By establishing clear and actionable performance metrics, this will provide a framework for monitoring the success of workforce initiatives, identifying areas for improvement, and making data-driven decisions to enhance overall workforce performance and organisational outcomes.



FUTURE KPI'S

Indicator	Measure	Target
Employee retention	Voluntary staff turnover rate per annum	< 15%
Training and development	Performance against training and development budget	95% - 105%
Workforce health and safety	Number of worker's compensation claims per annum	< 2
Outcomes from Workforce Plan	Quantity of actions completed	





Shire of
Wongan-Ballidu

Shire of Wongan-Ballidu

1 Wongan Road
Wongan Hills, WA 6603

Phone: 08 9671 2500

Email: shire@wongan.wa.gov.au

Website: www.wongan.wa.gov.au

9.1.2 BIKE IT TO BALLIDU GRAVEL FUNDING AGREEMENT

FILE REFERENCE:	Agreements/Contracts/MoU
REPORT DATE:	07 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Council Forum 25 June 2025
AUTHOR:	Sam Dolzadelli - Chief Executive Officer
ATTACHMENTS:	9.1.2.1 Bike it to Ballidu Funding Agreement

PURPOSE OF REPORT:

The purpose of this report is to recommend that Council ratifies a formal funding agreement with WestCycle for the Shire to contribute funding of \$35,000 (ex. GST) to the 2025 and 2026 Bike it to Ballidu Gravel events.

BACKGROUND:

The Shire has been providing financial support to the annual Bike it to Ballidu event since 2016. This originally commenced as an annual \$300 contribution to the Ballidu Progress Group (Bike It Committee), and in 2022 was increased to \$10,000 to assist with traffic management requirements. In 2023 WestCycle engaged with the Shire and Ballidu Progress Group and they took on the management of the event which is now known as Bike it to Ballidu Gravel, and the Shire contributed \$10,000 to them for traffic management. In 2024 the Shire contributed \$35,000 (ex. GST) to WestCycle for the event, in order for WestCycle to undertake all management, including, but not limited to, traffic management, event management, advertising and promotional activities and more.

It has been supported in principle by Council to enter a funding agreement with WestCycle to provide a financial contribution of \$35,000 (ex. GST) for the 2025/26 and 2026/27 financial years (i.e. the 2025 and 2026 Bike it to Ballidu Gravel events).

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

Nil.

STRATEGIC IMPLICATIONS:

Our Connections – A welcoming, supportive, and flourishing community	
Goal	Actions
A connected, and welcoming community living in friendly towns.	Explore and support delivery of key events for the community to connect.

SUSTAINABILITY IMPLICATIONS:

➤ **Environment**

There are no known environmental impacts associated with this proposal.

➤ **Economic**

There are no known economic impacts associated with this proposal.

➤ **Social**

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The Shire will need to include \$35,000 of expenditure in the 2025/26 and 2026/27 annual budgets.

COMMENT:

The Bike it to Ballidu event has a rich history in the community, dating back 25 years. WestCycle engaged with the Shire to come onboard in 2023 to transition the event to the Bike it to Ballidu Gravel event as it is now known. The event is one of the signature events in the community, and council has acknowledged this, and has provided in principle support to commit to providing financial contributions for the 2025 and 2026 events. As a not-for-profit, WestCycle rely heavily on external funding to plan and manage these events. The Shire's financial contribution will ensure WestCycle can continue to run and manage the event to a high standard. The event attracts hundreds of attendees and has shown growth over the past two years since inception. There are direct and indirect local economic benefits which flow from the event.

VOTING REQUIREMENTS: Simple majority.

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION:

MOVER: Cr COAD

SECONDER: Cr STARCEVICH

That Council:

Approve the funding agreement with WestCycle Incorporated for the Bike it to Ballidu Gravel event, to provide a financial contribution of \$35,000 (ex. GST) in the 2025/26 and 2026/27 financial years by way of an expenditure allocation in the respective annual budgets.

CARRIED: 4/0
RESOLUTION 030725

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starcevich

Against:

BIKE IT TO BALLIDU GRAVEL

FUNDING AGREEMENT

THIS FUNDING AGREEMENT is made on 1st August 2025

BETWEEN:

Shire of Wongan-Ballidu

ABN: 95 171 458 913

Address: 1 Wongan Road, Wongan Hills, WA 6603

("Grantor")

and

WestCycle Incorporated

ABN: 36 563 134 343

Address: 105 Cambridge Street, West Leederville, WA 6007

("Recipient")

RECITALS

The Recipient has requested a financial contribution from the Grantor for assistance to undertake the activities as per the Approved Purpose and the Grantor has agreed to provide funding subject to the terms and conditions of this Agreement.

THE PARTIES AGREE as follows:

1. DEFINITIONS AND INTERPRETATION

In this Agreement, unless the context otherwise requires:

Agreement means this Funding Agreement, including its recitals and any schedules or annexures (if any).

Approved Purpose means the purpose or purposes set out in item 1 of Schedule 1.

Business Day means a day other than a Saturday, Sunday or public holiday in Western Australia.

Funding means the amount or amounts specified in item 5 of Schedule 1.

Party means each of the Grantor or the Recipient as the context requires and **Parties** means both of them.

Project means the initiative or activities to be undertaken with the Funding amount specified in item 2 of Schedule 1.

2. PAYMENT OF FUNDING

Subject to the terms and conditions of this Agreement, the Grantor will pay to the Recipient, in the 2025/26 and 2026/27 financial year the amount in accordance with the payment schedule specified in item 5 and 6 of Schedule 1.

3 OBLIGATIONS OF RECIPIENT

3.1 Use of Funding

The Recipient will use the Funding amount solely for the Approved Purpose (see schedule 1, item 1).

3.2 No Changes

The Recipient will not make any changes to the Approved Purpose without the prior written consent of the Grantor.

3.3 No Endorsement

The Recipient agrees that nothing in this Agreement constitutes an endorsement by the Grantor of any goods or services provided by the Recipient.

3.4 Acknowledgement of Grantor

The Recipient will acknowledge the Grantor in the manner set out in item 4 of Schedule 1.

3.5 Request for Information

The Recipient is to provide the Grantor with any documents or information relating to this Agreement or the Project within ten (10) business days of receiving such a request from the Grantor.

3.6 Accounts and Reporting

- (a) The Recipient shall provide a Statement of Income and Expenditure related to the Project and this Agreement by 31 December in each event year.
- (b) The Recipient is to keep proper financial records in accordance with generally accepted accounting principles and practices.

3.7 General Undertaking of Recipient

The Recipient must:

- (a) at all times duly perform and observe its obligations under this Agreement and will promptly inform the Grantor of any occurrence which might adversely affect its ability to do so in a material way;
- (b) undertake its responsibilities under this Agreement with integrity, good faith and probity in accordance with good corporate governance practices;
- (c) not, nor attempt to, sell, transfer, assign, mortgage, charge or otherwise dispose of or deal with any of its rights, entitlements and powers or obligations under this Agreement;
- (d) comply with all State and Commonwealth laws, rules, regulations and by-laws; and
- (e) cooperate fully with the Grantor in the administration of this Agreement;

4. LIMITATION OF LIABILITY

The Grantor does not accept any responsibility or liability for the success or otherwise of the Approved Purpose and is not liable for any losses which may be suffered by the Recipient in undertaking the Approved Purpose.

5. FREEDOM OF INFORMATION ACT 1992

The Recipient acknowledges and agrees that this Agreement and information regarding it is subject to the *Freedom of Information Act 1992* and that the Grantor may publicly disclose information in relation to this Agreement, including its terms and the details of the Recipient.

6. NOTICES

Any notice or other communication that may or must be given under this Agreement:

- (a) must be in writing;
- (b) may be given by an authorised officer of the Party giving notice;
- (c) if received after 5.00 pm or on a day other than a Business Day, is taken to be received on the next Business Day.

7. DEFAULT AND TERMINATION

7.1 Event of Default by the Recipient

An Event of Default occurs if:

- (a) the Recipient breaches any of its obligations under this Agreement which continues without remedy for ten (10) business days after notice in writing has been served on the Recipient by the Grantor;
- (b) the Recipient becomes insolvent or is deemed to be insolvent under the *Corporations Act 2001 (Cth)*; or
- (c) if the Grantor has reasonable grounds to believe that the Recipient is unwilling or unable to comply with its obligations under this Agreement.

7.2 Effect of Event of Default

If an Event of Default occurs, the Grantor may either:

- (a) terminate the Agreement by providing a further ten (10) business days notice in writing to the Recipient of the Event of Default; or
- (b) suspend payment of the Grant amount until the Event of Default is remedied.

7.3 Recommencement of Grant Payment

The Grantor may, in its absolute discretion, recommence payment of the Grant amount if and when the Recipient has rectified the Event of Default.

8. GOODS AND SERVICES TAX (GST)

- (a) For the purposes of clause 8:
 - (i) “GST” means the goods and services tax applicable to any taxable supplies as determined by the GST Act;
 - (ii) “GST Act” means *A New Tax System (Goods and Services Tax) Act 1999 (Cth)* and includes all associated legislation and regulations; and
 - (iii) the terms “supply”, “tax invoice”, “taxable supply” and “value” have the same meanings as in the GST Act.
- (b) If the supply of anything under this Agreement is a taxable supply under the GST Act, the Grant amount shall be inclusive of GST.
- (c) The obligation of the Grantor to pay the GST on any supply by the Recipient under this Agreement is conditional upon the prior issue by the Recipient to the Grantor of a tax invoice, which complies with the GST Act. This provision applies notwithstanding any law to the contrary.

9. RELATIONSHIP

The Parties agree that nothing in this Agreement may be construed to make either of them a partner, agent, employee or joint venturer of the other.

10. WAIVER

- (a) No right under this Agreement shall be deemed to be waived except by notice in writing signed by both Parties.
- (b) A waiver by either Party will not prejudice that Party's rights in relation to any further breach of this Agreement by the other Party.
- (c) Any failure to enforce this Agreement, or any forbearance, delay or indulgence granted by one Party to the other Party, will not be construed as a waiver of any rights.

11. GOVERNING LAW

This Agreement is governed by and to be interpreted in accordance with the laws of Western Australia, and where applicable, the laws of the Commonwealth of Australia.

12. ENTIRE AGREEMENT

This Agreement constitutes the entire agreement between the Parties and supersedes all communications, negotiations, arrangements and agreements, whether oral or written, between the Parties with respect to the subject matter of this Agreement.

13. VARIATION

Any modification, amendment or other variation to this Agreement must be made in writing duly executed by both Parties.

14. DISPUTE RESOLUTION

Before resorting to external dispute resolution mechanisms, the Parties shall in good faith attempt to settle by negotiation any dispute in relation to this Agreement, and where practical, each Party shall refer the matter to personnel who have authority to intervene and facilitate some form of resolution.

Executed by the Parties hereto:

For and on behalf of the Grantor:

Signature of Authorised Person

Dated _____

Print full name of Authorised Person

Position of Authorised Person

For and on behalf of the Recipient:



Signature of Authorised Person

Dated 10 July 2025

Wayne Bradshaw

Print full name of Authorised Person

CEO

Position of Authorised Person

SCHEDULE 1

DEFINITION OF PROJECT OR SERVICE TO BE FUNDED

1. Approved Purpose of the Funding

The Recipient shall use the Funding solely for the Bike it to Ballidu Gravel events to be held in 2025 and 2026.

2. Project Definition and/or Anticipated Activities

In addition to planning, managing and delivering the Bike it to Ballidu Gravel events, the Recipient shall deliver the following benefits to the Grantor for the Bike it to Ballidu Gravel 2025 and 2026 events:

- (a) Recognition in social and print media
- (b) Logo placement and recognition in event Rider Guide
- (c) Recognition in pre and post-event activities, including speeches and media
- (d) Business profile on event website
- (e) Signage at the event village (to be provided by the Grantor)

3. Agreement Term

1 August 2025 to 30 June 2027.

4. Acknowledgement of Grantor

The Recipient shall undertake to as far as practically reasonable, acknowledge the Grantor's contribution to the Bike it to Ballidu Gravel events.

PAYMENT SCHEDULE

5. Total Amount of Funding

Grant Amount (ex. GST)	\$35,000
GST	\$3,500

6. Method of Payment

Payment of the Funding amount (inclusive of GST) will be made in a single Electronic Funds Transfer (EFT) upon receipt of a tax invoice, within ten (10) business days of the receipt of the tax invoice.

9.1.3 WONGAN CUBBYHOUSE FUNDING AGREEMENT

FILE REFERENCE:	Agreements/Contracts/MoU
REPORT DATE:	07 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Council Forum 25 June 2025
AUTHOR:	Sam Dolzadelli - Chief Executive Officer
ATTACHMENTS:	9.1.3.1 Wongan Cubbyhouse Inc. Funding Agreement

PURPOSE OF REPORT:

The purpose of this report is to recommend that Council ratifies a formal funding agreement with the Wongan Cubbyhouse for the Shire to provide funding of \$50,000 (ex. GST) in the 2025/26 and 2026/27 financial years.

BACKGROUND:

The Shire provided \$50,000 (ex. GST) to the Wongan Cubbyhouse in the 2023/24 and 2024/25 financial year due to their financial sustainability concerns. The Wongan Cubbyhouse have been providing Council with updated financial statements which evidence their continued financial sustainability concerns. Council have acknowledged the critical importance of this service and have provided in principle support for a budget allocation to be made to provide financial assistance for the 2025/26 and 2026/27 financial years.

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

Nil.

STRATEGIC IMPLICATIONS:

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

The Shire will need to include \$50,000 of expenditure in the 2025/26 and 2026/27 annual budgets.

COMMENT:

The intent of this report is to ratify an arrangement that was in principle already supported but not yet formalised.

A Childcare and Youth Strategic Working Group was formed in 2024, and has held two meetings to date, with the intent of further investigating the financial sustainability of the Wongan Cubbyhouse, in addition to several other matters in this area. Whilst the Wongan Cubbyhouse continues to review their operating model and facility circumstances, they will require additional financial support to remain operational. The major factors driving this concern is the inability to recruit diploma qualified staff and utilisation of the facility's space due to staff and children ratio and age mix. The intent of the funding is to ensure continuation of a critical community service, whilst long-term solutions are investigated more thoroughly.

VOTING REQUIREMENTS: Simple majority.

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION:

MOVER: Cr STARCEVICH **SECONDER:** Cr COAD

That Council:

Approve the funding agreement with Wongan Cubbyhouse Incorporated for the Shire to provide a financial contribution of \$50,000 (ex. GST) in the 2025/26 and 2026/27 financial years by way of an expenditure allocation in the respective annual budgets.

CARRIED: 4/0
RESOLUTION 040725
Against:

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

FUNDING AGREEMENT

Between

Shire of Wongan-Ballidu

ABN: 95 171 458 913

Address: 1 Wongan Road, Wongan Hills WA 6603
("Shire")

And

Wongan Cubbyhouse Incorporated

ABN: 51 179 890 282

Address: 3 Stickland Street, Wongan Hills WA 6603
("Recipient")

Table of Contents

1. Purpose of Agreement	3
2. Funding Amount.....	3
3. Term.....	3
4. Recipient's Obligations	3
5. Reporting	3
6. Governing Law	4
7. Assignment.....	4
8. Variation	4
Execution	4

1. Purpose of Agreement

The Shire agrees to provide funding to the Recipient as set out in **clause 2** of this Agreement, and the Recipient agrees to use the funding, solely for the purpose of:

- (a) Covering necessary operational expenditure which cannot be covered by their own-source revenue.

2. Funding Amount

- (a) The Shire agrees to pay the Recipient the amount of \$50,000 (excluding GST), for the 2025/26 and 2026/27 financial years (1 July to 30 June), payable as a lump sum on receipt of a tax invoice from the Recipient.
- (b) If through inspection of the Recipient's financial statements and consultation between the Shire and the Recipient, it is deemed unnecessary for the amount payable in **subclause (a)** to be paid in respect of the 2026/27 financial year, this amount may be withheld.
- (c) Any decision under **subclause (b)** will be made by the Shire of Wongan-Ballidu Council.

3. Term

This Agreement commences on 1 August 2025 and ends on 30 June 2027, unless terminated earlier in accordance with this Agreement.

4. Recipient's Obligations

The Recipient must:

- (a) use the funding only for the approved purpose (refer **clause 1**);
- (b) keep proper financial accounting records;
- (c) actively seek and apply for external funding separate to the Shire's funding;
- (d) actively investigate and plan for the future of their service delivery to improve financial sustainability.

5. Reporting

The Recipient must provide:

- (a) quarterly financial statements (including projections for the remainder of their fiscal year);
- (b) budget statement for the 2026 and 2027 fiscal years.

It is acknowledged that the Recipient's fiscal year is 1 January to 31 December for reporting purposes.

6. Termination

Notwithstanding any other provision of this Agreement, the Parties agree that either party may terminate this Agreement for any reason upon six (6) months written notice to the other party.

7. Governing Law

This Agreement is governed by and is to be interpreted in accordance with the laws of Western Australia, and where applicable, the laws of the Commonwealth of Australia.

8. Assignment

The Recipient shall not assign this Agreement.

9. Variation

Any variations to this Agreement must be in writing and signed by both parties.

Execution

Dated 01 August 2025

Signed for and on behalf of the **Shire of Wongan-Ballidu (ABN: 95 171 458 913)**:

President - Mandy Stephenson

Chief Executive Officer – Sam Dolzadelli

Signed for and on behalf of **Wongan Cubbyhouse Incorporated (ABN: 51 179 890 282)**:

Signature

Signature

Name

Name

Position

Position

9.1.4 COUNCIL POLICY 7.6 - REPEAL

FILE REFERENCE:	Policies and Procedures/Council Policies
REPORT DATE:	07 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli - Chief Executive Officer
ATTACHMENTS:	9.1.4.1 – Council Policy 7.6 to be repealed

PURPOSE OF REPORT:

The purpose of this report is to recommend that Council Policy 7.6 Staff Housing Rental is repealed due to this being an operational policy.

BACKGROUND:

The role of council is that of a governing body, with responsibilities pertaining to the strategic planning for the future of the district. Therefore, council policies are intended to provide guidance to the Council and CEO (and where applicable, the wider administration) on such matters. The CEO is responsible for managing the administration and operations of the local government, and as such Council policies should not deal with these matters.

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

- Section 2.7 of the *Local Government Act 1995* – Role of council
- Section 5.41 of the *Local Government Act 1995* – Role of CEO

STRATEGIC IMPLICATIONS:

Nil.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil.

COMMENT:

As part of ongoing policy reviews, it has been determined that Council Policy 7.6 Staff Housing Rental should be repealed due to the operational nature of the policy. Under section 5.41(d) of the *Local Government Act 1995* it states that the CEO is responsible for the employment, management, supervision, direction and dismissal of other employees. Employment benefits pertaining to all employees, except for the CEO (and in certain cases designated senior employees pursuant to s.5.37 of the Act), should be negotiated and managed by the CEO. With ongoing industrial relations negotiations and foreshadowing a new Industrial Agreement, this Policy will also be null and void.

VOTING REQUIREMENTS: Simple majority.

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION:

MOVER: Cr DONNELLAN **SECONDER:** Cr COAD

That Council:

Repeal Council Policy 7.6 Staff Housing Rental.

CARRIED: 4/0
RESOLUTION 050725
Against:

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

7.6 Staff Housing Rental

Policy Owner	Health, Building and Planning
Person Responsible	Chief Executive Officer
Date of Adoption	08 March 2005
Date of Last Review	

OBJECTIVE

To provide housing or a housing subsidy to certain category of employees for the purpose of attracting and retaining those employees.

POLICY

Council will provide the following type of houses and housing conditions for certain levels of employees. Rent is able to be salary sacrificed subject to this being at no additional cost to the employer (subject to applicable Fringe Benefit Tax legislation).

CEO Category

Negotiated rent in accordance with employment contract but based on the principal of being 33% of the current market rent. The house to a modern well-appointed 4 by 2 plus study, executive design. Rent to be determined annually during the budget process from year to year. Water consumption allowance of 400kl pa.

Manager Category

Negotiated rent in accordance with employment contract but based on the principal of being 33% of the current market rent. The house to a modern well-appointed 4 by 2 executive design. Rent to be determined annually during the budget process from year to year. Water consumption allowance of 400kl pa.

Employees that this category relates to;

1. Manager Administration & Financial Services
2. Manager Works & Services
3. Environmental Health Building Surveyor

Leading Hand Category

Rent based on the principal of being 50% of the current market rent. The house to be of reasonable age, good condition, minimum 3 by 1 design. Rent to be determined annually during the budget process from year to year. Water consumption allowance of 400kl pa.

Employees that this category relates to;

1. Development Officer
2. Supervisor Mechanical Services
3. Team Leader Construction
4. Team Leader Maintenance
5. Team Leader Horticulture
6. Supervisor Building Services

Housing Subsidy for Employees in their own home

If employees falling into the above categories own their own home, or occupy a non-Council supplied house and that home is within the Shire, then Council will pay that employee an allowance, currently \$3,000 pa, (based on 50% of the market rent of a leading hand category house and reviewed annually during the budget process) in lieu of rent and water consumption subsidies (payable fortnightly and subject to income tax).

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for applying this policy.

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 LIST OF PAYMENTS FOR JUNE 2025

FILE REFERENCE:	F1.4
REPORT DATE:	17 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Rachael Waters – Finance Officer - Accounts
REVIEWER:	Melinda Lymon – Deputy Chief Executive Officer
ATTACHMENTS:	9.2.1.1 List of Payments for June 2025

PURPOSE OF REPORT:

For Council to receive the accounts paid for 1 June 2025 to 30 June, as submitted.

BACKGROUND:

This information is provided to the Council on a monthly basis in accordance with provisions of the *Local Government Act 1995* and *Local Government (Financial Management) Regulations 1996*.

COMMENT:

The *Local Government (Financial Management) Regulations 1996* requires a list of accounts paid by the CEO and a list of payments made by employees via purchasing cards to be presented to Council and recorded in the minutes.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Regulations 13 and 13A of the *Local Government (Financial Management) Regulations 1996* are applicable to this agenda item and attached reports.

Regulation 13 – Payments from municipal fund or trust fund by CEO, CEO's duties as to etc.

- (1) If the local government has delegated to the CEO the exercise of its power to make payments from the municipal fund or the trust fund, a list of accounts paid by the CEO is to be prepared each month showing for each account paid since the last such list was prepared —
 - (a) the payee's name; and
 - (b) the amount of the payment; and
 - (c) the date of the payment; and

- (d) sufficient information to identify the transaction.
- (2) A list of accounts for approval to be paid is to be prepared each month showing —
 - (a) for each account which requires council authorisation in that month –
 - (i) the payee's name; and
 - (ii) the amount of the payment; and
 - (iii) sufficient information to identify the transaction; and
 - (b) the date of the meeting of the council to which the list is to be presented.
- (3) A list prepared under sub regulation (1) or (2) is to be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

Regulation 13A – Payments by employees via purchasing cards

- (1) If a local government has authorised an employee to use a credit, debit or other purchasing card, a list of payments made using the card must be prepared each month showing the following for each payment made since the last such list was prepared —
 - (a) the payee's name;
 - (b) the amount of the payment;
 - (c) the date of the payment;
 - (d) sufficient information to identify the payment.
- (2) A list prepared under sub regulation (1) must be —
 - (a) presented to the council at the next ordinary meeting of the council after the list is prepared; and
 - (b) recorded in the minutes of that meeting.

STRATEGIC IMPLICATIONS:

There are no strategic implications in relation to this item.

SUSTAINABILITY IMPLICATIONS:

➤ Environment

There are no known environmental impacts associated with this proposal.

➤ Economic

There are no known economic impacts associated with this proposal.

➤ Social

There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

All payments are made within the confines of Councils adopted budget.

VOTING REQUIREMENTS: Simple Majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

MOVER: Cr DONNELLAN **SECONDER:** Cr COAD

That Council, in accordance with Regulation 13 and 13A of the *Local Government (Financial Management) Regulations 1996*, receives the list of payments for the month ended 30 June 2025 totalling \$1,696,737.28 (Refer to Attachment). This includes payments made under delegated authority and payments made using purchasing cards by authorised employees.

CARRIED: 4/0
RESOLUTION 060725
For:
Against:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

QUESTION: Cr Coad asked for more information relating to Supplier 84 on page 77 – WCS Payment. He asked why the EFT figure was different?

ANSWER: The CEO answered that it was a sub-total of a full batch payment.

NOTE: The Shire President, Cr Stephenson, updated Councillors on an improvement to these reports.

The CEO advised that a new shading colour would be applied to items “externally funded” as an improvement to be implemented in the coming months.

Payment / Invoice	Date	Description	Amount
EFT Payment - EFT00109			
1140 - KLEEN WEST DISTRIBUTORS			
109355	05/06/25	Cleaning Supplies for Various Buildings	654.17
		Total 1140	654.17
1231 - WONGAN HILLS HOTEL			
240668	05/06/25	Council Refreshments Dated 28/5/25	100.99
90472	05/06/25	Council meals dated 28/5/25	286.00
		Total 1231	386.99
124 - MOORA GLASS SERVICE			
5824	05/06/25	14 Ellis St - supply & fit sliding door lock	231.00
		Total 124	231.00
1332 - DAVE WATSON CONTRACTING PTY LTD			
3398	28/05/25	Mulching of road verges B0037	31,762.50
		Total 1332	31,762.50
15 - LANDGATE			
403496	05/06/25	Mining Tenements	18.10
		Total 15	18.10
1561 - ALLWEST PLANT HIRE AUSTRALIA PTY LTD			
41733	05/06/25	WSFN11: 12T Vibe Roller Hire, Incl Diesel Fuel Charge	4,270.98
		Total 1561	4,270.98
1624 - MELISSA MARCON			
Uniform	05/06/25	Uniform Refund	285.05
		Total 1624	285.05
1754 - RACHAEL WATERS			
Uniform	05/06/25	Uniform Refund	262.11
		Total 1754	262.11
1844 - GO DOORS PTY LTD			
124739	05/06/25	Medical Centre - automatic door service	132.00
		Total 1844	132.00
1962 - Airport Lighting Specialists			
27526	05/06/25	Repairs to Main Circuit board for WH Airstrip	880.00
		Total 1962	880.00
2040 - AC HEALTHCARE PTY LTD			
129752	05/06/25	Pre-Employment Medical - 1 x Works Staff	265.00
		Total 2040	265.00
2095 - CLINIPATH PATHOLOGY			
124938	05/06/25	DRUG & ALCOHOL SCREENING - 1 x Works Staff	40.00
124938	05/06/25	Drug and Alcohol Screening - 1 x Works Staff	39.99
		Total 2095	79.99
2166 - NEXUS COMMUNICATIONS SYSTEMS			
3291	05/06/25	Repairs to the gate at WH Airstrip	6,059.90
		Total 2166	6,059.90
2186 - STATEWIDE LEAK DETECT			
275	05/06/25	WH Swimming Pool: Attend site to carry out various services	4,081.00
		Total 2186	4,081.00
2219 - MARTY GRANT BULLDOZING			
901 - PO0921	05/06/25	Gravel Pushing - Yerecoin SE Road	28,242.50
		Total 2219	28,242.50
2226 - OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST			
SI009085	05/06/25	Professional Services for April 2025	396.00
SI009085 - PO0888	05/06/25	Professional Services for April 2025	6,066.50
		Total 2226	6,462.50
2274 - STABILISATION TECHNOLOGY PTY LTD			
ST0566	05/06/25	Pavement design & Investigation	5,194.20
ST0567	05/06/25	Pavement design & Investigation	11,477.40
		Total 2274	16,671.60
2359 - Planning Institute of Australia Limited			

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
19103	05/06/25	Introduction to Heritage Management	331.50
Total 2359			331.50
2386 - CARR'S MECHANICAL REPAIRS PTY LTD			
3388	28/05/25	WB00 Bus Inspection	325.65
Total 2386			325.65
242 - SYNERGY			
2074398020	05/06/25	Consumption & Supply charge for Swimming Pool	271.61
2074398021	05/06/25	Consumption & Supply charge for Wongan Hills Sports Complex	4,209.66
2074398022	05/06/25	Consumption & Supply charge for CRC Building	998.45
2026432841	05/06/25	Consumption & Supply charge for Medical Centre	627.41
2058414016	05/06/25	Consumption & Supply charge for Railways	253.83
2062401208	05/06/25	supply & consumption charge for Ninan St Wongan Hills	71.36
2010444719	05/06/25	Consumption & Supply charge for Depot	587.92
2078397579	05/06/25	Consumption & Supply charge for Town Centre Gardens	167.29
2070406029	05/06/25	Consumption & Supply charge for King St Cadoux	136.60
2026436308	05/06/25	Consumption & Supply charge for CRC Building	128.61
2022440850	05/06/25	Consumption & Supply charge for Community Garde	189.85
2014445298	05/06/25	Consumption & Supply charge for Museum	261.18
2002502381	05/06/25	Consumption & Supply charge for Wongan Hills Old Tennis Club Facility	152.42
2042420597	05/06/25	Consumption & Supply charge for U3/20 Stickland St Wongan Hills	163.97
2090376136	05/06/25	Consumption & Supply charge for 7 Wandoo Crescent Wongan Hills	415.68
2050425407	05/06/25	Supply charge for Quinlan St Gardens Wongan Hills	75.86
2038427232	05/06/25	Consumption & Supply charge for TV Transmission Tower	1,431.06
2046424317	05/06/25	Consumption, supply & power watch charge for Community Park	816.01
2058419880	05/06/25	Consumption & Supply charge for Shire Administration Building	807.94
2038428253	05/06/25	Consumption & supply charge for Civic Centre	863.61
2074406002	05/06/25	Consumption & Supply charge for Wongan Hills Airport	172.55
Total 242			12,802.87
2477 - ZONE 50 ENGINEERING SURVEYS PTY LTD			
1391	05/06/25	Design & set out	1,540.00
Total 2477			1,540.00
2533 - GHD PTY LTD			
112-0243891	05/06/25	Waste Feasibility Plan - Reference Number: 12659055	4,706.90
Total 2533			4,706.90
2541 - MILAYNA GIEDRAITIS			
Uniform	05/06/25	Uniform Refund	100.00
Total 2541			100.00
2544 - SITECH (WA) PTY LTD			
62180	05/06/25	90460-00-RENTAL - FRU-CONTROL BOX CB460 W/SOFTWARE GCS	2,980.65
Total 2544			2,980.65
2554 - SAFE ROADS WA			
500	05/06/25	Sealing Works	18,161.00
Total 2554			18,161.00
2557 - TREES OF EDEN PTY LTD			69
2856	05/06/25	Tree pruning and removals	66,000.00

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Total 2557			66,000.00
2558 - SAVING AVON VALLEY ANIMALS INC			
PO0683	05/06/25	Cat Impounded from 02/05/25 to 31/5/25	125.00
PO0915	05/06/25	Cat Impounded from 02/05/25 to 31/5/25	775.00
Total 2558			900.00
2576 - ASPHALT RECYCLERS AUSTRALIA PTY LTD			
6558	05/06/25	Supply Material	124,080.00
Total 2576			124,080.00
5 - IOU SOCIAL CLUB			
PJ0071	27/05/25	FORTNIGHT 2025-24 - From Payroll	240.00
Total 5			240.00
641 - TEAM GLOBAL EXPRESS PTY LTD			
0588-S358840 MWS	05/06/25	Freight Charge ex Airport Lighting (Insurance Claim 90013)	65.30
0588-S358840 CEO	05/06/25	Freight ex Shire Office to Finishing WA (Binding of Minutes)	43.09
0588-S358840 CRC	05/06/25	Freight ex RBC Rural (Photocopier cartridges & Toner Bottle)	80.23
Total 641			188.62
76 - WATER CORPORATION			
9007811405	05/06/25	Consumption charge for Alpha Park Toilets Ballidu	699.48
9007811464	05/06/25	Consumption charge for Bunyip Park Ballidu	8.82
9007811747	05/06/25	Water Fire Charges for Ballidu Hall	51.44
9007859628	05/06/25	Service Charges for house at Ninan Street	48.41
9007859636	05/06/25	Consumption, sewerage & fire charges for Depot	399.47
9007859652	05/06/25	Sewerage charge for Old Tennis Club Facility	105.66
9007859679	05/06/25	Fire Service Charge for Amenities at CRC Building	51.44
9007859732	05/06/25	Consumption charge for Ninan St Entry Statement	135.19
9007859740	05/06/25	Consumption & sewerage charge for Community Gardens	143.86
9007860936	05/06/25	Consumption & sewerage charge for Wongan Hills Museum	295.13
9007861031	05/06/25	Consumption & sewerage charge for Community Park	218.90
9007861058	05/06/25	Consumption charge for Community Park on Fenton St	934.60
9007862093	05/06/25	Consumption Charge for Park at Wongan Road	20.57
9007862106	05/06/25	Consumption charge for Median Strip on Fenton St	2,792.05
9007862296	05/06/25	Consumption & Sewerage charge for Shire Administration Building	965.91
9007862309	05/06/25	Consumption & sewerage charge for Civic Centre	2,471.23
9007862704	05/06/25	Sewerage Charge for Wongan Hills Cubbyhouse - 3 Stickland St	166.00
9007862712	05/06/25	Sewerage Charge for Elizabeth Telfer Building	97.52
9007863061	05/06/25	Water Consumption for Toilets at Fenton St Wongan Hills	105.80
9007863088	05/06/25	Consumption, service & sewerage charge for U1/20 Stickland St Wongan Hills	895.88
9007863395	05/06/25	Consumption & sewerage charge for 11 Wandoo Crescent Wongan Hills	271.10
9007863416	05/06/25	Consumption, sewerage & fire Charges for 7 Wandoo Crescent Wongan Hills	415.91
9007864240	05/06/25	Consumption, sewerage & fire for 49 Quinlan St Wongan Hills	427.95
9007864283	05/06/25	Consumption, sewerage & fire charges for 8 Ellis St Wongan Hills	409.99
9007864312	05/06/25	Consumption, service & sewerage Charges for 14 Ellis St Wongan Hills	545.35
9007864355	05/06/25	Service & sewerage Charges for 42 Mitchell Street Wongan Hills (Doctor Residence)	267.93
9007864427	05/06/25	Water Sewerage Charges for Tennis Courts on Depot Road Wongan Hills	74.70
9007865059	05/06/25	Consumption, service & sewerage charge for 30 Wandoo Crescent Wongan Hills	708.18

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
9007865649	05/06/25	Service Charge for house at Danubin Street Wongan Hills	48.41
9007866000	05/06/25	Consumption Charge for Wongan Hills Cemetery	179.28
9007866019	05/06/25	Service & sewerage charge for 16 Moore St Wongan Hills	267.93
9007866094	05/06/25	Consumption, service & sewerage charge for 2A Patterson St Wongan Hills (Recoverable)	307.97
9007866107	05/06/25	Service & Sewerage Charge for 2B Patterson St Wongan Hills	267.93
9007957295	05/06/25	Consumption & service charge for Wongan Hills Airport	109.56
9007961569	05/06/25	Consumption Charge for Burakin Standpipe	321.52
9007961809	05/06/25	Consumption charge for Cadoux Kindergarten on Grimmett St	243.94
9008647045	05/06/25	Consumption charge for the median strip at Rogers St Wongan Hills	5.88
9009281778	05/06/25	Service & Sewerage charge for 27A Quinlan St Wongan Hills	267.93
9008281786	05/06/25	Service & sewerage charge for 27B Quinlan St Wongan Hills	267.93
9009281794	05/06/25	Service & Sewerage charge for 27C Quinlan St Wongan Hills	267.93
9009281807	05/06/25	Service & Sewerage charge for 27D Quinlan St Wongan Hills	267.93
9009653455	05/06/25	Consumption & Service charge for Quinlan St Gardens	307.89
9009890610	05/06/25	Consumption charge for toilets at King St Cadoux	76.41
9021434255	05/06/25	Consumption, service & sewerage charge for 31A Quinlan St Wongan Hills	377.96
9021434263	05/06/25	Service & Sewerage charge for 31B Quinlan St Wongan Hills	267.93
9021496739	05/06/25	Consumption charge for Wongan Hills Swimming Pool Complex	4,628.93
9021497416	05/06/25	Consumption & sewerage charge for Wongan Hills Medical Centre	405.43
9007811755	05/06/25	Consumption & Service Charge for Ballidu Standpipe	719.19
9007957404	05/06/25	Consumption Charge Standpipe at Podmore Rd Koorda-Buntine	5,296.08
9007962078	05/06/25	Consumption & service Charge for Cadoux Standpipe	373.82
9007965033	05/06/25	Consumption & Service Charge for Kirwan Standpipe	16,830.57
9007861023	05/06/25	Consumption & Service Charges for Depot Standpipe	52,505.39
Total 76			98,322.21
84 - WCS CONCRETE PTY LTD			
15423	05/06/25	Setup, supply & laying of N32 Concrete	33,030.53
Total 84			33,030.53
Total EFT00109			464,455.32
EFT Payment - EFT00110			
113 - BORAL CONSTRUCTION MATERIALS GROUP LIMITED			
AWWPS00427	12/06/25	Supply Prime Emulsion Seal & 14mm Coat Seal	226,443.04
Total 113			226,443.05
1278 - DEPARTMENT OF COMMERCE - BUILDING COMMISSION			
MAY 2025	12/06/25	BSL for May 2025	127.89
Total 1278			127.89
131 - IXOM OPERATIONS PTY LTD			
6970773	12/06/25	S/POOL & WH OVALS: May Service Fee for Chlorine	132.31
Total 131			132.31
1419 - GREAT SOUTHERN FUEL SUPPLIES			
98914 MAY 2025	12/06/25	May fuel usage for Works Supervisor - WB086	48.01
Total 1419			48.01
144 - THE POINT DOCTOR			
2734	12/06/25	GRADER: Repairs to Monitor Stand	99.00
Total 144			99.00
15 - LANDGATE			
1481894	12/06/25	Rates Administration	126.40

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Total 15			126.40
1843 - ABLE SALES PTY LTD			
858862	12/06/25	Wongan Hills Pavilion Generator	35,401.00
Total 1843			35,401.00
1865 - RYLAN CONCRETE			
2688	12/06/25	WONGAN ROAD: SM1/BX1/A1 - Supply and lay	21,047.95
Total 1865			21,047.95
2040 - AC HEALTHCARE PTY LTD			
May-25	12/06/25	Shire of Koorda & Whyllie May 2025 Medical Services Reimbursement	20,166.68
Jun-25	12/06/25	Payment for June 2025	21,083.33
Total 2040			41,250.01
2064 - TRACTUS AUSTRALIA			
2013729	12/06/25	CAT SKID STEER: Supply & Fit 4 x new tyres	2,436.00
2013799	12/06/25	WB008 FORD TRANSIT: Supply & Fit 2 x new tyres	550.00
2013750	12/06/25	LOADER: Puncture Repair	140.00
2013792	12/06/25	GRADER: Tyre Repairs	811.00
Total 2064			3,937.00
2120 - CORSIGN WA			
95557	12/06/25	CRC - Muster Point signage	77.00
Total 2120			77.00
2156 - Hare & Forbes Machinery House			
3091742	12/06/25	100L Pilot Air Compressor - C5051, delivery fee included	1,521.00
Total 2156			1,521.00
2183 - BALLIDU HERITAGE CENTRE			
34	12/06/25	Cleaning of Alpha & Bunyip Park in May 2025	325.00
35	12/06/25	Cleaning of Alpha & Bunyip Park in April 2025	325.00
Total 2183			650.00
2226 - COUNCIL FIRST			
SI009095	12/06/25	STP Transactions for April 2025	55.00
Total 2226			55.00
232 - COAD COMMUNICATIONS			
253	12/06/25	Plant Hire: Excavator Works along Ballidu East Road	5,076.50
Total 232			5,076.50
2343 - RING CENTRAL AUSTRALIA			
CD_001123667	12/06/25	Administration & CRC Phone Account Billing Period 27/4/25 to 26/5/2025	760.52
CD_001122423	12/06/25	Telephone account at Wongan Hills Medical Centre Billing Period 26/5/25 to 25/6/25	390.37
CD_001123667	12/06/25	Administration Phone Account - Billing Period 27/5/25 to 26/6/25	252.64
Total 2343			1,403.53
2372 - CULLEN RESOURCES PTY LTD			
	10/06/25	A1734 Rates Refund	30.34
Total 2372			30.34
242 - SYNERGY			
2002507744	12/06/25	Street Lighting Billing Period 25/3/25 to 24/4/25	4,734.58
Total 242			4,734.58
2477 - ZONE 50 ENGINEERING SURVEYS PTY LTD			
1392	12/06/25	Progress Claim 2 - Dowerin-Kalannie Road - GPS Station	10,813.00
Total 2477			10,813.00
2505 - BW JAMES TRANSPORT PTY LTD			
J210163	12/06/25	Freight Charge ex Perth Building Materials, Kewdale	58.30
Total 2505			58.30
2541 - MILAYNA GIEDRAITIS			
Uniform	12/06/25	Uniform Refund	75.19
Total 2541			75.19
2553 - HS HYDE & SON			
58960	12/06/25	PROGRESS 3: Contract works completed to date, Variations of 5927.59 included	128,640.28

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Total 2553			128,640.28
2564 - AUHLS TRANSPORT			
0610	12/06/25	Truck & Trailer (Yerecoin SE Road)	15,416.50
Total 2564			15,416.50
26 - BOEKEMAN MACHINERY (WA) PTY LTD			
421963	12/06/25	WB002: Supply Wiper Blades for Hilux	40.00
Total 26			40.00
5 - IOU SOCIAL CLUB			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	250.00
Total 5			250.00
58 - NUTRIEN AG SOLUTIONS LIMITED			
912674456	12/06/25	WH OVALS: Supply NASL Topsoil Comprehensive	506.00
Total 58			506.00
61 - MCINTOSH & SON			
P03/2387	12/06/25	ROLLER: Bearings, Washers, Seals, Includes Freight Charge	1,744.01
Total 61			1,744.01
75 - WALLIS COMPUTER SOLUTIONS			
289668	12/06/25	CRC OFFICE: Assist with setting up new photo printer	136.40
Total 75			136.40
79 - WESTRAC EQUIPMENT PTY LTD			
SI1835596	12/06/25	CAT GRADER: 500 Hour Service PG19	1,025.34
Total 79			1,025.34
8 - SHIRE OF WONGAN-BALLIDU - PAYROLL			
PJ0071	27/05/25	FORTNIGHT 2025-24 - From Payroll	1,825.00
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	1,825.00
Total 8			3,650.00
84 - WCS CONCRETE PTY LTD			
15374	12/06/25	Concrete footings for arboretum patio	672.32
Total 84			672.32
871 - MCLEODS BARRISTERS & SOLICITORS-USE 926			
145845	12/06/25	Review of Lease Agreements	558.36
Total 871			558.36
Total EFT00110			505,746.27
EFT Payment			
EFT Payment - EFT00111			
1061 - PUBLIC TRANSPORT AUTHORITY OF WA			
648180	19/06/25	Trans WA May Transactions	59.32
648180	19/06/25	Trans WA May Transactions	149.87
Total 1061			209.19
1249 - DUN DIRECT PTY LTD			
May-25	19/06/25	Fuel Supply for May 2025	21,966.14
Total 1249			21,966.14
1580 - INTEGRATED ICT - A MARKET CREATIONS COMPANY			
38090	19/06/25	May Billing - Office 365 for Medical Centre	159.72
Total 1580			159.72
1584 - NEWINS FAMILY TRUST			
48	19/06/25	Managing of the Wongan Hills Refuse Site for June 2025	7,791.63
Total 1584			7,791.63
1664 - CENTRAL REGIONAL TAFE			
I0032577	19/06/25	1 x CRC STAFF: C111 In Business, Maintain Financial Records - Full Year 2024	197.26
Total 1664			197.26
183 - T A MATTHEWS ELECTRICAL SERVICES			
10761	19/06/25	Sports Pavilion - disconnect and supply new LED lights	363.00
Total 183			363.00
1865 - RYLAN CONCRETE			
2698	19/06/25	Kerbing: SM1/BX1/A1 - Supply and lay	13,249.50

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Total 1865			13,249.50
2125 - HAYCOM TECHNOLOGY PTY LTD			
68692	19/06/25	MEDICAL CENTRE: IT Services, May 2025	1,269.40
Total 2125			1,269.40
2138 - THE GOOD GUYS DISCOUNT WAREHOUSE (AUST) PTY LTD			
D0542013015	19/06/25	30 Wandoo - Replacement Dishwasher	773.00
Total 2138			773.00
2186 - STATEWIDE LEAK DETECT			
277	19/06/25	Leak Detect - 16 Moore St Wongan Hills	2,392.50
Total 2186			2,392.50
2221 - WALKERS DIESEL SERVICES			
3801	19/06/25	Day Hire Volvo Loader for Job 30030	450.00
Total 2221			450.00
232 - COAD COMMUNICATIONS			
255	19/06/25	Depot & Community Park - Location Works	539.00
Total 232			539.00
242 - SYNERGY			
2046431522	19/06/25	Consumption & Supply Charge for Mt O'Brien	34.13
2046431943	19/06/25	Consumption & Supply charge for Wongan Hills Airport	771.45
2090386557	19/06/25	Street Lighting Billing Period 25/4/25 to 24/5/25	4,581.84
2098336952	19/06/25	Consumption & Supply charge for Alpha Park Ballidu	213.88
2014464067	19/06/25	Consumption & Supply charge for Swimming Pool	296.65
2014464068	19/06/25	Consumption & Supply charge for Wongan Hills Sports Complex	2,820.38
2014464069	19/06/25	Consumption & Supply charge for CRC Building	788.10
2074419907	19/06/25	Consumption & Supply charge for Medical Centre	556.99
2082415996	19/06/25	Consumption & Supply charge for Alpha Park Ballidu	213.75
Total 242			10,277.17
2458 - RURAL RANGER SERVICES			
125	19/06/25	Ranger Services from 24/5/25 to 13/6/25	999.90
Total 2458			999.90
2573 - ESTHER MEPHAM			
Uniform	19/06/25	Uniform Refund	169.96
Total 2573			169.96
2589 - SOVEREIGN FENCING			
960	19/06/25	Sports Pavillion - supply & install fencing & gates	33,000.00
Total 2589			33,000.00
26 - BOEKEMAN MACHINERY (WA) PTY LTD			
422260	19/06/25	JCB: Replace Joystick Button	2,645.40
Total 26			2,645.40
2600 - TILES EXPO			
695283	19/06/25	CRC - Tile and Grout	612.70
Total 2600			612.70
2601 - ERL (AUST) PTY LTD			
	17/06/25	A1707 Rates Refund	339.91
Total 2601			339.91
2602 - GEOFF STEPHENSON			
Uniform	19/06/25	Work Clobber	377.00
Total 2602			377.00
300 - BUNNINGS			
2182/00331521	12/06/25	Building Dept: CRC brochure holder, defib, flyscreens, tools	686.43
2182/00331523	12/06/25	Building Materials	187.21
Total 300			873.64
460 - WONGAN HILLS HARDWARE			
May-25	19/06/25	Works Account for May 2025	1,879.47
Total 460			1,879.47
64 - OFFICEWORKS BUSINESS DIRECT			

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
621864628	19/06/25	Admin Office & Reg Services Stationery Order	508.34
622111836	19/06/25	Admin Office Stationery Order	326.29
Total 64			834.63
641 - TEAM GLOBAL EXPRESS PTY LTD			
0591-S358840	19/06/25	Delivery of Muster Point Signage	56.61
0589-S358840	19/06/25	PBH4: Freight ex CEA Specialty Equip	33.02
0589-S358840	19/06/25	RBC RURAL: Toners for Admin Photocopier	42.68
Total 641			132.31
644 - LOCK STOCK & FARRELL			
32837-1	19/06/25	Sports Pavilion - Replacement Keys	444.50
Total 644			444.50
84 - WCS CONCRETE PTY LTD			
15476	19/06/25	WSFN11: Supply 450mm & 375mm Headwalls	4,725.60
Total 84			4,725.60
Total EFT00111			106,672.53
EFT Payment - EFT00112			
107 - STEWART & HEATON CLOTHING CO PTY LTD			
SIN-4084603	26/06/25	Purchase of PPE uniform as per quote SQN-1019621	4,779.85
Total 107			4,779.85
113 - BORAL CONSTRUCTION MATERIALS GROUP LIMITED			
AWWPS00427-011	26/06/25	Supply, Cart, Heat & Spray Prime seal using C170 Bitumen	6,343.67
Total 113			6,343.68
1244 - TKB MECHANICAL			
15640	26/06/25	WB010 - Carry out 30,000km service	726.48
15475	26/06/25	WB008 FORD TRANSIT: Air Conditioning Repairs	3,119.01
Total 1244			3,845.49
1269 - SA & VM MACNAMARA			
0033	26/06/25	Gravel reimbursement for May 2025	7,167.60
Total 1269			7,167.60
1363 - DAIMLER TRUCKS PERTH			
VA980004064	26/06/25	MERCEDES - BENZ SPRINTER BUS	139,403.69
Total 1363			139,403.69
1962 - Airport Lighting Specialists			
IN27610	26/06/25	WH AIRPORT: 700mm Series Isolation Transformer, charger & Freight	1,364.00
Total 1962			1,364.00
200 - LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED			
42675	26/06/25	LG Pro Community Development Conference September 2025	1,370.00
Total 200			1,370.00
2064 - TRACTUS AUSTRALIA			
2013896	26/06/25	SUNDRY PLANT: Supply 1 x Century Battery	111.00
Total 2064			111.00
2071 - ST JOHN AMBULANCE AUSTRALIA			
STKINV00046883	26/06/25	First Aid Supplies for Fleet	479.97
STKINV00046903	26/06/25	Back Order from PO15139, First Aid Supplies	9.90
Total 2071			489.87
2195 - HERSEY'S SAFETY PTY LTD			
4255	26/06/25	Gloves, White Marker Paint, Hammer, Hand Cleaner, Wedges, Shovel	370.48
4256	26/06/25	Hose Tails, Anti Seize, earplugs, gloves, danger tape, batteries	402.38
4257	26/06/25	Secateurs, dust masks, cable ties, tape, pipe, resp box	468.74
Total 2195			1,241.60
2221 - WALKERS DIESEL SERVICES			
3818	26/06/25	Day Hire of Volvo Loader x 2	900.00
Total 2221			900.00
2226 - OPEN SYSTEMS TECHNOLOGY PTY LTD T/AS COUNCIL FIRST			
SI009139	26/06/25	STP Transactions for May 2025	75 55.00
SI009146	26/06/25	Azure Charges for May 2025	1,650.92

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
SI009128	26/06/25	Professional Services for May 2025	4,265.25
Total 2226			5,971.17
234 - SHIRE OF WONGAN-BALLIDU			
PPSIN00633	26/06/25	B689 - Demolition Permit Fees for Lot 162 Danubin St Wongan Hills	110.00
Total 234			110.00
2450 - TREE TECH AUSTRALIA PTY LTD			
0414	26/06/25	Tree reduction and stump grinding Hospital Road	3,490.00
0413	26/06/25	HOSPITAL ROAD: Tree reduction and stump grinding	1,595.00
Total 2450			5,085.00
2458 - RURAL RANGER SERVICES			
130	26/06/25	Ranger Services from 16/6/25 to 20/6/25	823.63
Total 2458			823.63
2464 - NATALIE GODFREY			
Uniform	26/06/25	Uniform Refund	150.84
Total 2464			150.84
2476 - CADDS FASHIONS SPORTSFIRST			
25-00006196	26/06/25	WORKS: Uniforms	4,988.70
Total 2476			4,988.70
2505 - BW JAMES TRANSPORT PTY LTD			
J210224	26/06/25	Freight for Collection and Delivery of Pavilion Generator	825.83
Total 2505			825.83
2541 - MILAYNA GIEDRAITIS			
Uniform	26/06/25	Uniform Refund	118.00
Total 2541			118.00
2573 - ESTHER MEPHAM			
Uniform	26/06/25	Uniform Refund	69.90
Total 2573			69.90
2598 - PERTH SIGNCRAFT & GRAPHICS			
12301	26/06/25	Shire logo stickers for Fleet Includes Postage	2,293.50
Total 2598			2,293.50
2606 - XL LINEMARKING			
1994	26/06/25	Line marking for WH Airstrip	41,167.50
Total 2606			41,167.50
376 - JLT RISK SOLUTIONS PTY LTD			
062-217693	26/06/25	LGIS Regional Risk Co-Ordinator	5,695.80
Total 376			5,695.80
429 - RBC RURAL			
34093	26/06/25	Meter Reading Charges for Administration Photocopier June 2025	536.40
34107	26/06/25	CRC Photocopier Meter Reading for June 2025	934.75
34107	26/06/25	CRC Meter plan Charge - June 2025	1,711.45
34112	26/06/25	Onsite Visit: Repairs to CRC Photocopier Door	456.50
Total 429			3,639.10
5 - IOU SOCIAL CLUB			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	250.00
Total 5			250.00
61 - MCINTOSH & SON			
P03/2561	26/06/25	ROLLER: Tapered sleeve for bearing, Incl Freight Charge	157.17
P03/2615	26/06/25	SLASHER: Nuts/Bolts	192.46
P03/2642	26/06/25	BACKHOE: Crimps, Hyd Hoses	842.22
P03/2934	26/06/25	MACK TRUCK: LED Lights 'Load' Resistor incl freight charge	60.86
Total 61			1,252.71
62 - STAR TRACK EXPRESS PTY LTD			
20000854882	26/06/25	Freight Ex Stewart & Heaton	72.30
Total 62			72.30
641 - TEAM GLOBAL EXPRESS PTY LTD			

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
0590-S358840	26/06/25	Path west & Sitech	93.10
Total 641			93.10
75 - WALLIS COMPUTER SOLUTIONS			
28970	26/06/25	REGULATORY OFFICER: Vanderbilt ACT System Access	495.00
Total 75			495.00
8 - SHIRE OF WONGAN-BALLIDU - PAYROLL			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	1,825.00
Total 8			1,825.00
84 - WCS CONCRETE PTY LTD			
15669	26/06/25	WSFN11: Supply concrete	9,915.40
15668	26/06/25	Wongan Road Crossovers - Part Recoverable	70,589.20
Total 84			80,504.60
Total EFT00112			322,448.46
EFT Payment - EFT00113			
1140 - KLEEN WEST DISTRIBUTORS			
00110576	30/06/25	Cleaning Supplies for various buildings	1,380.61
Total 1140			1,380.61
1229 - BRYAN RURAL SERVICE			
116	30/06/25	Gutter Cleaning 2025	4,675.00
117	30/06/25	termite inspection & spider spraying as required 2025	5,379.00
118	30/06/25	Civic Centre - Termite Treatment	330.00
119	30/06/25	Civic Centre - rodent bait buckets	374.00
Total 1229			10,758.00
1231 - WONGAN HILLS HOTEL			
243253	30/06/25	Council meals dated 25th June 2025	422.49
243000	30/06/25	Accommodation	150.00
Total 1231			572.49
200 - LOCAL GOVERNMENT PROFESSIONALS AUSTRALIA WA INCORPORATED			
42654	30/06/25	MCCS - LG Pro Community Development Conference September 2025	1,105.00
Total 200			1,105.00
2064 - TRACTUS AUSTRALIA			
2013908	30/06/25	PIG TRAILER: Puncture Repair	75.00
Total 2064			75.00
2152 - SEEK LIMITED			
701251559	30/06/25	Plant Operator Advertisement 12th June 2025	533.50
Total 2152			533.50
22 - AVON WASTE			
70130 - SKIP BIN	26/06/25	Sports Ground, Skip Bin Hire, 7th & 21st May 2025	310.74
70130	30/06/25	Domestic, Commercial & Recycling for Wongan Hills & Ballidu - May	12,604.46
Total 22			12,915.20
2222 - MANGAART MIYA ENTERPRISES			
2025 Event	30/06/25	Welcome to Country and Smoking Ceremony – NAIDOC Week Event 2025	200.00
Total 2222			200.00
242 - SYNERGY			
2030458822	30/06/25	Consumption & Supply charge for U3/20 Stickland St Wongan Hills	109.37
Total 242			109.37
2464 - NATALIE GODFREY			
Uniform	30/06/25	Uniform Refund - Betts & Shein	338.93
Total 2464			338.93
2488 - ALTERNATIVE CEILINGS			
0078	30/06/25	Admin Building - ceiling repairs	9,188.60
Total 2488			9,188.60
2573 - ESTHER MEPHAM			
Uniform	30/06/25	Remaining Balance of Uniform Allowance	77.16.23
Total 2573			16.23

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
2575 - OSTERBERG PAINTING			
12861 - PO0850	30/06/25	CRC Internal Painting	7,370.00
12861 - PO0851	30/06/25	Sports Pavilion - Painting to home room changeroom ceilings, Includes Travel & Accom	4,180.00
12861 - PO0933	30/06/25	Wongan Hills Basketball Courts - prepare & repaint previously painted surfaces	8,085.00
Total 2575			19,635.00
2605 - TWEAK HEALTH PTY LTD			
1051086875	30/06/25	Stretching Class, Admin & CRC	45.00
1051087093	30/06/25	Stretching Class, Depot	240.00
Total 2605			285.00
300 - BUNNINGS			
2182/00399978	30/06/25	42 Mitchell St - plaster screws	362.76
2182/99801224	30/06/25	Medical Centre - 5 x key safes	230.30
2182/99801225	30/06/25	Aluminium Sheet-Kick Plate for Civic Centre, Sports Complex, Ballidu Rec Centre	160.20
2182/99801226	30/06/25	Various parts for shire buildings	3,261.09
Total 300			4,014.35
346 - WONGAN HILLS CARAVAN PARK			
11179	30/06/25	EHO Accommodation for 2 x nights	290.00
Total 346			290.00
39 - WONGAN HILLS IGA PLUS LIQUOR			
May-25	30/06/25	Administration & Cleaning Supplies for May 2025	133.08
May-25	30/06/25	May OCM Refreshments	23.26
May-25	30/06/25	CRC May Supplies	199.43
May-25	30/06/2025	CRC Events: Seniors Quiz & Town Team Movement	822.33
May-25	30/06/25	Depot Refreshments for May 2025	103.90
Total 39			1,282.00
644 - LOCK STOCK & FARRELL			
33780-1	30/06/25	Keys for Sports Pavilion	3,451.70
Total 644			3,451.70
84 - WCS CONCRETE PTY LTD			
15691	30/06/25	Generator pad at CRC	3,042.60
Total 84			3,042.60
Total EFT00113			69,193.58
Grand Total - EFT Payment			1,468,516.16
Other - DD00075			
2155 - AWARE SUPER ACCUMULATION			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	3,598.36
SUPER 10.06.2025	10/06/25	Superannuation Contribution	8,765.46
Total 2155			12,363.82
2377 - MERCER SUPER			
SUPER 10.06.2025	10/06/25	Superannuation Contribution	232.06
Total 2377			232.06
2388 - AUSTRALIAN RETIREMENT TRUST			
SUPER 10.06.2025	10/06/25	Superannuation Contribution	313.49
Total 2388			313.49
2425 - VIRGIN MONEY SUPER			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	53.85
SUPER 10.06.2025	10/06/25	Superannuation Contribution	363.46
Total 2425			417.31
2434 - MLC SUPER FUND			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	90.00
SUPER 10.06.2025	10/06/25	Superannuation Contribution	435.00
Total 2434			525.00
2486 - EXPAND ESSENTIAL SUPER			
SUPER 10.06.2025	10/06/25	Superannuation Contribution	329.04
Total 2486			329.04

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
2561 - VANGUARD SUPER			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	371.92
SUPER 10.06.2025	10/06/25	Superannuation Contribution	539.29
Total 2561			911.21
2578 - CBUS			
SUPER 10.06.2025	10/06/25	Superannuation Contribution	408.59
Total 2578			408.59
2596 - GESB Super			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	194.19
SUPER 10.06.2025	10/06/25	Superannuation Contribution	243.31
Total 2596			437.50
404 - REST SUPERANNUATION			
SUPER 10.06.2025	10/06/25	Superannuation Contribution	284.05
Total 404			284.05
544 - COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	87.69
SUPER 10.06.2025	10/06/25	Superannuation Contribution	241.13
Total 544			328.82
614 - AUSTRALIAN SUPER			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	46.49
SUPER 10.06.2025	10/06/25	Superannuation Contribution	674.28
Total 614			720.77
962 - PRIME SUPER			
PJ0072	10/06/25	FORTNIGHT 2025-25 - From Payroll	254.80
SUPER 10.06.2025	10/06/25	Superannuation Contribution	1,227.67
Total 962			1,482.47
Total DD00075			18,754.13
Other - DD00076			
192 - WESTERN AUSTRALIAN TREASURY CORPORATION			
LOAN JUNE 2025	10/06/25	Loan 152 & Interest Charge Payable	30,537.35
Total DD00076			30,537.35
Other - DD00077			
16 - WESTNET PTY LTD			
144010023	02/06/25	Depot Internet Billing from 01/06/25 to 01/07/25	267.97
Total DD00077			267.97
Other - DD00078			
90 - TELSTRA CORPORATION LIMITED			
5349504000	10/06/25	Administration Account for June 2025	2,735.32
Total DD00078			2,735.32
Other - DD00079			
2502 - SWOOP BUSINESS			
6310168	16/06/25	Internet for Sports Pavilion	89.00
Total DD00079			89.00
Other - DD00080			
2189 - TELETRAC NAVMAN			
93309290	23/06/25	Monthly Satellite Services - Billing Period 05/05/25 to 04/06/25	2,289.98
Total DD00080			2,289.98
Other - DD00081			
2155 - AWARE SUPER ACCUMULATION			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	3,817.29
SUPER 24.06.2025	24/06/25	Superannuation Contribution	8,952.93
Total 2155			12,770.22
2377 - MERCER SUPER			
SUPER 24.06.2025	24/06/25	Superannuation Contribution	232.06
Total 2377			232.06
2388 - AUSTRALIAN RETIREMENT TRUST			79
SUPER 24.06.2025	24/06/25	Superannuation Contribution	334.41

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Total 2388			334.41
2425 - VIRGIN MONEY SUPER			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	53.85
SUPER 24.06.2025	24/06/25	Superannuation Contribution	363.46
Total 2425			417.31
2434 - MLC SUPER FUND			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	93.15
SUPER 24.06.2025	24/06/25	Superannuation Contribution	450.23
Total 2434			543.38
2486 - EXPAND ESSENTIAL SUPER			
SUPER 24.06.2025	24/06/25	Superannuation Contribution	316.05
Total 2486			316.05
2561 - VANGUARD SUPER			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	371.92
SUPER 24.06.2025	24/06/25	Superannuation Contribution	576.48
Total 2561			948.40
2578 - CBUS			
SUPER 24.06.2025	24/06/25	Superannuation Contribution	646.50
Total 2578			646.50
404 - REST SUPERANNUATION			
SUPER 24.06.2025	24/06/25	Superannuation Contribution	284.05
Total 404			284.05
544 - COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	87.69
SUPER 24.06.2025	24/06/25	Superannuation Contribution	241.14
Total 544			328.83
614 - AUSTRALIAN SUPER			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	50.17
SUPER 24.06.2025	24/06/25	Superannuation Contribution	675.33
Total 614			725.50
962 - PRIME SUPER			
PJ0073	24/06/25	FORTNIGHT 2025-26 - From Payroll	256.33
SUPER 24.06.2025	24/06/25	Superannuation Contribution	1,237.10
Total 962			1,493.43
Total DD00081			19,040.14
Other - DD00082			
90 - TELSTRA CORPORATION LIMITED			
5312896400	30/06/25	Direct Debit - Sport & Recreation Phone Account for June 2025	50.00
Total DD00082			50.00
Other - DD00083			
1040 - DEPARTMENT OF TRANSPORT			
Jun-25	30/06/25	DOT Payments for June 2025	135,808.40
Total DD00083			135,808.40
Other - Cheque			
Other - 200036			
1040 - DEPARTMENT OF TRANSPORT			
2024-25	23/06/25	Fleet - Expiry 01/07/2025	13,294.85
Total 200036			13,294.85
Other - CC00009			
2223 - WESTPAC BANKING CORPORATION			
CEO Credit Card 05/05/25 to 02/06/25			
Rural Health West	6/05/25	CEO Membership	100.00
Adobe Pro	10/05/25	CRC Monthly Subscription	369.96
DOT	14/05/25	Renewal of Vehicle, align with fleet expiry date	38.05
Wilson Parking	23/05/25	CEO Parking Receipt - Event 23/5/25	4.00
Westpac	2/06/25	Card Fee	75.00
Total Debited			587.01
DCEO Credit Card 05/5/25 to 02/06/25			

LIST OF PAYMENTS TO COUNCIL 1 JUNE 2025 TO 30 JUNE 2025

Payment / Invoice	Date	Description	Amount
Westpac	2/06/25	Card Fee	75.00
Total Debited			75.00
MWS Credit Card 05/05/25 to 02/06/25			
DOT	14/04/25	Renewal of Vehicle, align with fleet expiry date	16.35
Officeworks	29/05/25	Iphone Case for MWS, Includes Delivery Fee	86.95
Westpac	2/06/25	Card Fee	75.00
Total Debited			178.30
MCCS Credit Card 05/05/25 to 02/06/25			
BannerBuzz	2/05/25	Road Safety Campaign 'When will we meet again'	1,197.23
Four Points Hotel	21/05/25	CRC Staff Accomadation for Training	432.27
Four Points Hotel	29/05/25	CRC Staff Accomadation for Training	216.13
Westpac	2/06/25	Card Fee	75.00
Total Debited			1,920.63
MRS Credit Card 05/05/25 to 02/06/25			
Total Workwear	2/04/25	Work Uniform for Building Staff	217.00
Workplace Intervention	3/04/25	Mental Health First Aid Course 16/6/25	196.90
Rebel Sport	5/04/25	Basketball Nets for Alpha Park Ballidu & Community Park Wongan Hills, Includes Postage	99.95
BigW	5/04/25	Small Share Bowls, set of two for Councillors	137.85
Arlo	14/04/25	Railway Toilets: Security Cameras & Solar Panel Chargers	1,680.96
Westpac	14/04/25	Card Fee	75.00
Total Debited			2,593.04
Total CC00009			5,353.98
Grand Total - Other			228,221.12

EFT Payment	1,468,516.16
Other - Direct Debits	228,221.12
Total	1,696,737.28
Recoverable	77,184.94

9.2.2 FINANCIAL REPORTS FOR MAY 2025

FILE REFERENCE:	Financial Management - Reporting
REPORT DATE:	15 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melinda Lymon – Deputy Chief Executive Officer
ATTACHMENTS:	9.2.2.1 - Financial Reports

PURPOSE OF REPORT:

The purpose of this report is to present to Council the Monthly Financial Report (containing the Statement of Financial Activity by Nature) for the month ended 31 May 2025. The Capital Works report has been incorporated into this.

BACKGROUND:

Under section 6.4(1) of the *Local Government Act 1995*, a local government is required to prepare an annual financial report for the proceeding financial year and such other financial reports as are prescribed. Part 4 of the *Local Government (Financial Management) Regulations 1996* prescribes the minimum contents of the Monthly Financial Report.

Below are the prescribed contents of the Monthly Financial Report.

Regulation 34 - Statement of Financial Activity

- (1) A local government is to prepare each month a statement of financial activity reporting on the revenue and expenditure, as set out in the annual budget under regulation 22(1)(d), for the previous month (relevant month) in the following detail:
 - (a) annual budget estimates; and
 - (b) budget estimates to the end of the relevant month (YTD Budget); and
 - (c) actual amounts of expenditure, revenue and income to the end of the relevant month (YTD Actual); and
 - (d) material variances between the comparable amounts (YTD Actual – YTD Budget); and
 - (e) the net current assets at the end of the relevant month and a note containing a summary explaining the composition of net current assets.
- (2) Each statement of financial activity is to be accompanied by documents containing –
 - (a) (removed)
 - (b) an explanation of each of the material variances referred to in subregulation (1)(d); and
 - (c) such other supporting information as is considered relevant by the local government.
- (3) The information in a statement of financial activity must be shown according to nature classification.
- (4) A statement of financial activity, and the accompanying documents referred to in subregulation (2), are to be –

- (a) Presented at an ordinary meeting of the council within 2 months after the end of the relevant month; and
 - (b) Recorded in the minutes of the meeting at which it is presented.
- (5) Each financial year, a local government is to adopt a percentage or value, calculated in accordance with the AAS, to be used in statements of financial activity for reporting material variances.

Regulation 35 – Statement of Financial Position

- (1) A local government must prepare each month a statement of financial position showing the financial position of the local government as at the last day of the previous month (the **previous month**) and –
- (a) The financial position of the local government as at the last day of the previous financial year; or
 - (b) If the previous month is June, the financial position of the local government as at the last day of the financial year before the previous financial year.
- (2) A statement of financial position must be –
- (a) Presented at an ordinary meeting of the council within 2 months after the end of the previous month; and
 - (b) Recorded in the minutes of the meeting at which it is presented.

POLICY REQUIREMENTS:

Council Policy 4.1 – Accounting

LEGISLATIVE REQUIREMENTS:

- *Local Government Act 1995*
- *Local Government (Financial Management) Regulations 1996*

STRATEGIC IMPLICATIONS:

There are no Strategic Implications relating to this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Material variances are disclosed in the Statement of Financial Activity.

As part of the adopted 2024/25 Budget, Council adopted the following thresholds as levels of material variances for financial reporting.

In accordance with regulation 34 (5) of the *Local Government (Financial Management) Regulations 1996*, and AASB Practice Statement 2 – Making Material Judgements, the level to be used in statements of financial activity in 2024/25 for reporting material variances shall be:

- (a) 10% of the amended budget; or
- (b) \$10,000 of the amended budget,

whichever is greater. In addition, that the material variance limit be applied to total revenue and expenditure for each nature classification and capital income and expenditure in the Statement of Financial Activity.

The financial reports for the period ending 31 May 2025 are attached to the Council Agenda.

COMMENT:

This report presents the Statement of Financial Activity by nature for the period ended 31 May 2025.

The following is a summary of the headline numbers from the attached report, and explanations for variances is provided in note 1 of the report.

	Original Budget \$	YTD Budget \$	YTD Actuals – 31 May 2025 \$
Opening Surplus	3,065,879	3,088,391	3,088,391
Cash Operating Revenue	5,644,479	5,725,240	5,942,544
Profit on asset disposals	51,388	131,134	106,837
Cash Operating Expenditure	(5,508,141)	(5,288,303)	(4,716,898)
Depreciation	(8,484,522)	(7,777,478)	(54,350)
Loss on asset disposals	(32,984)	(32,984)	(161,326)
Capital Expenditure	(9,808,214)	(6,902,327)	(6,340,718)
Capital Income	5,219,244	4,784,323	4,424,035
Financing Activities	1,386,753	(215,602)	(220,778)
Non-cash items (excluded)	8,466,118	7,679,329	108,839
Closing Surplus/(Deficit)	0	1,191,723	2,176,576

Rates

Rates notices were issued 26 August 2024, with a due date for payment in full or first instalment of 30 September 2024, the fourth instalment was due on 7 April 2025. As at 31 May 2025, the gross amount of rates, ESL and rubbish charges outstanding (including arrears, legal charges, instalments and interest) was \$192,472 and an amount of \$45,993 of deferred pensioner rates and ESL.

In the 2024/25 year, there has been 302 ratepayers elect to pay their rates by instalment, which is an increase in the number of ratepayers taking this option. There were 202 ratepayers on instalments in 2023/24.

Capital Works

As at 31 May 2025 the Shire has incurred \$6,340,718 in actual expenditure on capital works projects against the current total budget of \$10,369,457 representing 61.14% of the budgeted works.

Depreciation

Depreciation for May 2025 has not yet been processed in the accounting system as the asset additions and disposals are being processed following the transition to the new ERP.

Closing surplus actual vs estimate

The closing surplus that has been included in the 2024/25 annual budget is \$3,065,879 versus the brought forward surplus shown in the March 2025 financial reports of \$3,088,391. The EOFY accounting entries have now been finalised and the actual closing position for 30 June 2024 is \$3,088,391.

VOTING REQUIREMENTS: Simple Majority.

ABSOLUTE MAJORITY REQUIRED: No.

OFFICER RECOMMENDATION:

MOVER: Cr COAD **SECONDER:** Cr DONNELLAN

That Council:

1. Receives the Monthly Financial Report (containing the Statement of Financial Activity by nature classification) and Statement of Financial Position for the month ended 31 May 2025, as presented as attachment 1 to this report.
2. Notes the unrestricted municipal surplus of \$2,176,576 for the month ended 31 May 2025.

CARRIED: 4/0
RESOLUTION 070725

For:
Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starcevich

Against:



SHIRE OF WONGAN-BALLIDU

MONTHLY FINANCIAL REPORT

31/05/2025

CONTENTS

- 01) Statement of Financial Activity
- 02) Statement of Financial Position
- 03) Variance Reporting
- 04) Net Current Assets
- 05) Asset Disposals
- 06) Loans
- 07) Reserves
- 08) Capital Works Program

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR 31 MAY 2025

	Adopted Budget 2024- 2025	Current Budget 2024-2025	YTD Budget	YTD Actual	Variance (%)	Variance (\$)	Variance Flag
Opening Funding Surplus/(Deficit)	3,065,879	3,088,391	3,088,391	3,088,391			
INCOME							
Rates	3,565,703	3,565,703	3,565,703	3,572,503	(0.2%)	6,800	✓
Operating grants, subsidies and contributions	971,699	988,199	890,000	920,204	(3.4%)	30,204	✓
Fees and charges	711,377	913,677	837,537	919,113	(9.7%)	81,576	✓
Other Revenue	204,700	264,700	252,000	335,984	(33.3%)	83,984	×
Interest	191,000	191,000	180,000	194,740	(8.2%)	14,740	×
Profit on Asset Disposals	51,388	131,134	131,134	106,837	18.5%	(24,297)	✓
a: TOTAL INCOME	5,695,867	6,054,413	5,856,374	6,049,381		193,007	
OPERATING EXPENSES							
Employee Costs	(2,813,607)	(2,813,607)	(2,579,140)	(2,354,985)	8.7%	224,155	✓
Materials & Contracts	(1,577,128)	(1,619,039)	(1,484,119)	(1,188,927)	19.9%	295,192	×
Utility charges	(398,106)	(468,106)	(429,097)	(357,749)	16.6%	71,348	×
Interest	(41,000)	(41,000)	(41,000)	(44,020)	(7.4%)	(3,020)	✓
Insurance	(292,363)	(298,963)	(298,963)	(301,305)	(0.8%)	(2,342)	✓
Other General	(385,937)	(497,437)	(455,984)	(469,912)	(3.1%)	(13,928)	✓
Loss on Asset Disposals	(32,984)	(32,984)	(32,984)	(161,326)	(389.1%)	(128,342)	×
Depreciation	(8,484,522)	(8,484,522)	(7,777,480)	(54,350)	99.3%	7,723,130	×
b: TOTAL OPERATING EXPENSES	(14,025,647)	(14,255,658)	(13,098,766)	(4,932,574)		8,166,192	
Operating activities excluded from budget							
Add back Depreciation	8,484,522	8,484,522	7,777,480	54,350			
Adjust (Profit)/Loss on Asset Disposal	(18,404)	(98,150)	(98,150)	54,489			
	8,466,118	8,386,372	7,679,330	108,839			
Amount attributable to operating activities	136,338	185,127	436,937	1,225,646			
INVESTING ACTIVITIES							
Non-Operating grants, subsidies and contributions	4,678,244	5,021,188	4,184,323	3,741,115	10.6%	(443,208)	×
Proceeds from disposal of motor vehicles and P&E	541,000	620,746	600,000	682,920	(13.8%)	82,920	×
TOTAL CAPITAL INCOME	5,219,244	5,641,934	4,784,323	4,424,035		(360,289)	
Capex - Land & Buildings	(3,031,947)	(3,084,536)	(800,459)	(786,977)	1.7%	13,482	✓
Capex - Furniture & Equipment	(84,195)	(91,219)	(84,195)	(80,340)	4.6%	3,855	✓
Capex - Motor Vehicles	(444,213)	(444,213)	(444,213)	(294,328)	33.7%	149,885	×
Capex - Plant	(980,000)	(980,000)	(905,000)	(885,699)	2.1%	19,301	✓
Capex - Infrastructure - Roads	(4,698,877)	(4,801,507)	(3,970,000)	(3,603,641)	9.2%	366,359	✓
Capex - Infrastructure - Footpaths	(65,047)	(155,047)	(155,047)	(158,188)	(2.0%)	(3,141)	✓
Capex - Infrastructure - Other	(503,935)	(812,935)	(543,413)	(531,545)	2.2%	11,868	✓
TOTAL CAPITAL EXPENDITURE	(9,808,214)	(10,369,457)	(6,902,327)	(6,340,718)		561,609	
Amount attributable to investing activities	(4,588,970)	(4,727,523)	(2,118,004)	(1,916,683)			
FINANCING ACTIVITIES							
Transfer from reserves	1,192,800	1,322,800	0	0	0.0%	0	✓
Transfer to reserves	(1,209,165)	(1,271,913)	(140,000)	(145,430)	(3.9%)	(5,430)	✓
Lease liabilities principal repayments	(8,882)	(8,882)	(8,882)	(8,278)	6.8%	604	✓
Proceeds on new borrowings	1,500,000	1,500,000	0	0	0.0%	0	✓
Loan principal repayment	(106,400)	(106,400)	(85,120)	(86,474)	(1.6%)	(1,354)	✓
SSL Principal Reimbursements	18,400	18,400	18,400	19,404	(5.5%)	1004	✓
Amount attributable to financing activities	1,386,753	1,454,005	(215,602)	(220,778)		(5,176)	
CLOSING SURPLUS / (DEFICIT)	0	0	1,191,723	2,176,576			
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key Within budget tolerance of 10% and \$10,000 Over budget tolerance of 10% and \$10,000				✓ ×

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL POSITION
31/05/2025

	31 May 2025	2024
CURRENT ASSETS		
Cash and cash equivalents	5,910,540	6,707,644
Trade and other receivables	603,032	387,496
Other financial assets	15,909	18,255
Inventories	27,026	23,064
Contract assets	17,058	452,858
Other assets	65,893	65,893
TOTAL CURRENT ASSETS	6,639,458	7,655,210
NON-CURRENT ASSETS		
Trade and other receivables	53,550	47,369
Other financial assets	275,335	275,335
Inventories	15,236	15,236
Property, plant and equipment	35,252,885	33,949,883
Infrastructure	222,432,294	218,913,848
Right-of-use assets	27,023	27,023
TOTAL NON-CURRENT ASSETS	258,056,323	253,228,694
TOTAL ASSETS	264,695,781	260,883,904
CURRENT LIABILITIES		
Trade and other payables	933,541	641,091
Other liabilities	717,302	157,917
Lease liabilities	1,534	9,006
Borrowings	19,355	105,829
Employee related provisions	418,841	391,106
TOTAL CURRENT LIABILITIES	2,090,573	1,304,949
NON-CURRENT LIABILITIES		
Lease liabilities	17,827	17,827
Borrowings	1,702,274	1,702,274
Employee related provisions	35,000	35,000
TOTAL NON-CURRENT LIABILITIES	1,755,101	1,755,101
TOTAL LIABILITIES	3,845,674	3,060,050
NET ASSETS	260,850,107	257,823,854
EQUITY		
Retained surplus	67,711,495	64,817,475
Reserve accounts	3,545,722	3,400,292
Revaluation surplus	189,592,890	189,606,087
TOTAL EQUITY	260,850,107	257,823,854

Shire of Wongan-Ballidu Variance Report 31 May 2025				
<p>The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% or \$10,000, whichever is greater, as its threshold for line items on the Statement of Financial Activity by nature shown on page 1. This report uses a traffic light system to flag those items that are within tolerance and others that fall out of the range. Variances are calculated using a comparison of year to date actual against year to date budget. It needs also to be noted that the early months of the financial year are a period when variance percentages are volatile and extremely sensitive to small movements in actual income and expenditure.</p>				
Code	Variance Actual to YTD Budget	Variance reason	Report Section	Comments
Operating Income				
✓	6,800	Within Threshold	Rates	Within Council variance reporting threshold.
✓	30,204	Within Threshold	Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✓	81,576	Within Threshold	Fees and charges	Due to increased Water Standpipe Fees.
✗	83,984	Permanent	Other Revenue	Favourable - Insurance reimbursements which are not budgeted for.
✗	14,740	Permanent	Interest	Favourable - Additional Interest Received.
✓	(24,297)	Within Threshold	Profit on Asset Disposals	Within Council variance reporting threshold.
Operating Expenditure				
✓	224,155	Within Threshold	Employee Costs	Within Council variance reporting threshold.
✗	295,192	Timing	Materials & Contracts	Timing and savings - Payments to be made for projects.
✗	71,348	Permanent	Utility charges	Timing and savings - Payments to be made bi-monthly for utilities
✓	(3,020)	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(2,342)	Within Threshold	Insurance	Within Council variance reporting threshold.
✓	(13,928)	Within Threshold	Other General	Favourable - Additional insurance claims.
✗	(128,342)	Permanent	Loss on Asset Disposals	Due to high asset values recorded on Asset Register for vacant land sold.
✗	7,723,130	Timing	Depreciation	Depreciation not fully processed in new finance system.
Investing				
✗	(443,208)	Timing	Non-Operating grants, subsidies and contributions	Funding claims to be finalised.
✗	82,920	Permanent	Proceeds from disposal of motor vehicles and P&E	See Disposed Assets Report.
✓	13,482	Within Threshold	Capex - Land & Buildings	See Capital Works Report.
✓	3,855	Within Threshold	Capex - Furniture & Equipment	See Capital Works Report.
✗	149,885	Timing	Capex - Motor Vehicles	See Capital Works Report.
✓	19,301	Within Threshold	Capex - Plant	See Capital Works Report.
✓	366,359	Within Threshold	Capex - Infrastructure - Roads	See Capital Works Report.
✓	(3,141)	Within Threshold	Capex - Infrastructure - Footpaths	See Capital Works Report.
✓	11,868	Within Threshold	Capex - Infrastructure - Other	See Capital Works Report.
Financing				
✓	0	Within Threshold	Transfer from reserves	Within Council variance reporting threshold.
✓	(5,430)	Within Threshold	Transfer to reserves	Within Council variance reporting threshold.
✓	604	Within Threshold	Lease liabilities principal repayments	Within Council variance reporting threshold.
✓	(1,354)	Within Threshold	Loan principal repayment	Within Council variance reporting threshold.
✓	1,004	Within Threshold	SSL Principal Reimbursements	Within Council variance reporting threshold.

SHIRE OF WONGAN-BALLIDU
NOTES TO THE STATEMENT OF FINANCIAL ACTIVITY
For the Period Ended 31 May 2025

NET CURRENT ASSETS

	Positive=Surplus (Negative=Deficit)		
	Budget	Actual	Current
	Last Years Closing	Last Years Closing	31 May 2025
	30 June 2024	30 June 2024	
	\$		\$
Current Assets			
Cash Unrestricted	3,310,259	3,307,354	2,364,819
Cash Restricted - Reserves	3,400,292	3,400,292	3,545,721
Receivables - Rates	100,309	91,167	508,830
Receivables - Other	882,224	717,245	98,935
Receivables - ATO	0	97,833	78,218
Inventories	10,000	23,064	27,026
Financial assets	18,400	18,255	15,909
	7,721,484	7,655,210	6,639,458
Less: Current Liabilities			
Payables	(798,857)	(641,091)	(406,861)
Payables - ATO	0	0	(16,989)
Contract Liabilities - Unspent grants	(136,882)	(157,917)	(78,554)
Employee provisions	(343,016)	(391,106)	(440,690)
Lease liabilities	(8,882)	(9,006)	(728)
Long term borrowings	(106,400)	(105,829)	(19,355)
	(1,394,037)	(1,304,949)	(963,177)
Net Current Assets	6,327,447	6,350,261	5,676,281
Adjustments to Net Current Assets			
Less: Restricted Cash - Reserves	(3,400,292)	(3,400,292)	(3,545,721)
Less: Current self-supporting loans receivable	(18,400)	(18,255)	(15,909)
Add: Liabilities funded by restricted cash	41,842	41,842	41,842
Add: Current portion of borrowings	106,400	105,829	19,355
Add: Current portion of lease liabilities	8,882	9,006	728
	(3,261,568)	(3,261,870)	(3,499,705)
Net Current Assets used in the Statement of Financial Activity	3,065,879	3,088,391	2,176,576

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 31 MAY 2025

Asset No	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
By Class						
Land & Buildings						
	-	-	-			
Land & Buildings						
31 Jensen St - Vacant Land	0	39,873	0	100,000	39,783	60,217
26 Ninghan Rd - Vacant Land	0	39,873	0	115,000	39,755	75,245
Lot 715 - 4 Shields Crescent - Vacant Land	0	0	0	7,618	30,652	(23,034)
Motor Vehicles						
Toyota Prado (Dr)	25,000	55,000	(30,000)	23,701	55,227	(31,526)
Tesla Model Y Performance	82,000	50,000	32,000	77,957	56,509	21,448
Toyota Hilux (Town Mtce.)	10,880	12,000	(1,120)	8,444	15,000	(6,556)
Toyota Hilux (Grader)	14,212	18,000	(3,788)	11,525	10,909	616
Plant & Equipment						
Mack Truck (PTK34)	82,000	85,000	(3,000)	78,630	92,848	(14,218)
Dual Tip Pig Trailer (PTRL23)	15,984	15,000	984	16,031	13,216	2,815
Mack Truck (PTK35)	93,020	95,000	(1,980)	93,020	107,379	(14,359)
CAT 12M Grader	195,000	200,000	(5,000)	198,997	211,797	(12,800)
Dolly Trailer (PTRL14)	2,000	5,000	(3,000)			-
Toyota Coaster Bus	2,500	6,000	(3,500)	2,600	6,945	(4,345)
Sundry equipment				3,885	2,900	985
TOTAL	522,596	620,746	(18,404)	737,408	682,920	54,488
Motor Vehicle and Plant & Equipment Change Over						
	Current Budget Purchase Price	Current Budget Sale	Current Change-Over Budget	Actual Purchase	Actual Sale	Change-Over
Motor Vehicles						
Toyota Prado (Dr)	94,000	55,000	39,000	82,005	55,227	26,778
Tesla Model Y Performance	100,000	50,000	50,000	84,052	56,509	27,543
Toyota Coaster Bus	125,213	6,000	119,213			-
Toyota Hilux (Town Mtce.)	40,000	12,000	28,000	42,316	15,000	27,316
Toyota Hilux (Grader)	40,000	18,000	22,000	42,316	10,909	31,407
Toyota Hilux (BMO)	45,000	-	45,000	43,877		43,877
Sub-total	444,213	141,000	303,213	294,566	137,645	156,921
Plant & Equipment						
Mack Truck (PTK34) - rollover proceeds	-	85,000	(85,000)		92,848	(92,848)
Dual Tip Pig Trailer (PTRL23) - rollover proceeds	-	15,000	(15,000)		13,216	(13,216)
Mack Truck (PTK35)	330,000	95,000	235,000	329,608	107,379	222,229
CAT 12M Grader	480,000	200,000	280,000	451,400	211,797	239,603
Dolly Trailer (PTRL14)	40,000	5,000	35,000	36,154		36,154
Sundry plant and equipment	40,000	-	40,000	44,886	2,900	41,986
Various obsolete equipment					-	-
Sub-total	890,000	400,000	490,000	862,048	428,140	433,908
TOTAL	1,334,213	541,000	793,213	1,156,614	565,785	590,829

SHIRE OF WONGAN - BALLIDU
BORROWINGS AS AT 31 MAY 2025

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in May 25	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2024	Principal Repayments YTD	Loan Balance @ 31 May 25
151A	Aged Persons	Ninan House*	Oct-2032		300,000	9,789	-	(6,746)	189,627	(19,403)	170,224
152	Co-Location Construction	Shire	Dec-2039		2,000,000		-	(24,542)	1,618,477	(67,071)	1,551,406
TBA	Volunteer BFB Fire Shed	Shire*	-	1,500,000	-						-
TOTAL EXISTING LOANS				1,500,000	2,300,000	9,789	-	(31,288)	1,808,104	(86,474)	1,721,630

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	-	-	(24,542)	1,618,477	(67,071)	1,551,406
1,500,000	300,000			(6,746)	189,627	(19,403)	170,224

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 31 May 25	SSL	Shire	Total
(22,586)	-	(22,586)	(22,586)
(1,699,044)	(170,224)	(1,528,820)	(1,699,044)
(1,721,630)	(170,224)	(1,551,406)	(1,721,630)

SHIRE OF WONGAN - BALLIDU ANALYSIS OF RESERVE ACCOUNTS AS AT 31 MAY 2025															
			ADOPTED FULL YEAR'S BUDGET				CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 31 MAY 2025				
Reserve Description	Budget Opening Balance	Actual Opening Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	EOY Balance	Transfer in / Interest	Transfer to Reserve	Transfer from Reserve	EOY Balance	Interest Earned	Transfer to Reserve	Transfer from Reserve	Actual Balance	
Long Service Leave Reserve	41,842	41,842	125,000	-	-	41,842	-	-	-	41,842	-	-	-	41,842	
Community Resource Centre Reserve	12,923	12,923		-	-	12,923	-	-	-	-	-	-	-	-	12,923
Depot Improvement Reserve	10,572	10,572		40,000	-	50,572	-	60,800	-	71,372	-	-	-	-	10,572
Historical Publications Reserve	7,126	7,126		-	-	7,126	-	-	-	7,126	-	-	-	-	7,126
Housing Reserve	380,844	380,844		150,000	-	530,844	-	191,948	-	572,792	-	-	-	-	380,844
Special Projects Reserve	1,000,818	1,000,818		-	(30,000)	970,818	-	-	(80,000)	920,818	-	-	-	-	1,000,818
Patterson Street JV Housing Reserve	64,357	64,357		5,000	-	69,357	-	5,000	-	69,357	-	-	-	-	64,357
Plant Reserve	933,917	933,917		754,165	(764,800)	923,282	125,000	754,165	(764,800)	923,282	145,430	145,430	-	-	1,079,347
Quinlan Street JV Housing Reserve	64,915	64,915		5,000	(15,000)	54,915	-	5,000	(15,000)	54,915	-	-	-	-	64,915
Stickland JV Housing Reserve	68,582	68,582		5,000	-	73,582	-	5,000	-	73,582	-	-	-	-	68,582
Swimming Pool Reserve	273,188	273,188		50,000	(200,000)	123,188	-	50,000	(280,000)	43,188	-	-	-	-	273,188
Waste Management Reserve	60,366	60,366		-	-	60,366	-	-	-	60,366	-	-	-	-	60,366
Sporting Co-Location Reserve	133,360	133,360		-	(30,000)	103,360	-	-	(30,000)	103,360	-	-	-	-	133,360
Building Asset Management Reserve	347,482	347,482		200,000	(153,000)	394,482	-	200,000	(153,000)	394,482	-	-	-	-	347,482
Wongan Hills Sports and Recreation Council Asset Management Reserve	-	-		-	-	-	-	-	-	-	-	-	-	-	-
Wongan Hills Childcare Services Reserve	-	-		-	-	-	-	-	-	-	-	-	-	-	-
TOTALS	3,400,292	3,400,292	125,000	1,209,165	(1,192,800)	3,416,657	125,000	1,271,913	(1,322,800)	3,349,405	145,430	145,430	-	3,545,722	

SHIRE OF WONGAN-BALLIDU - CAPITAL WORKS REPORT - 31 MAY 2025

Job #	Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance	Indicator	Completion %	Asset Class
00001	CRC Capital Expense (Buildings) - CAPEX	\$43,203.00	\$43,203.00	\$25,000.00	\$6,173.11	\$11,100.00	\$17,273.11	\$37,029.89		14%	Land & Buildings
00002	16 Moore Street (Buildings)- CAPEX	\$20,581.00	\$20,581.00	\$0.00	\$0.00	\$3,660.00	\$3,660.00	\$20,581.00		0%	Land & Buildings
00004	Ballidu Hall (Buildings)- CAPEX	\$153,485.00	\$153,485.00	\$0.00	\$0.00	\$0.00	\$0.00	\$153,485.00		0%	Land & Buildings
00005	Federation Park (Cadoux) - Capex	\$22,349.00	\$22,349.00	\$0.00	\$0.00	\$0.00	\$0.00	\$22,349.00		0%	Land & Buildings
00006	Radio & Television Tower (Buildings) - CAPEX	\$44,305.00	\$44,305.00	\$0.00	\$0.00	\$0.00	\$0.00	\$44,305.00		0%	Land & Buildings
00007	W.H. Recreation Complex (Buildings) - CAPEX	\$118,381.00	\$118,381.00	\$70,000.00	\$56,822.85	\$1,080.68	\$57,903.53	\$61,558.15		48%	Land & Buildings
00008	Depot Bldg. Capital (Buildings) - CAPEX	\$28,000.00	\$28,000.00	\$0.00	\$0.00	\$0.00	\$31.55	\$28,000.00		0%	Land & Buildings
00009	Museum - CAPEX	\$43,500.00	\$43,500.00	\$0.00	\$1,671.43	\$1,671.43	\$3,342.86	\$41,828.57		4%	Land & Buildings
00011	Lot 162 Danubin St - CAPEX	\$40,116.00	\$40,116.00	\$0.00	\$762.54	\$0.00	\$762.54	\$39,353.46		2%	Land & Buildings
00013	Capex - Staff Housing - Stickland St and Shields Crescent (LRCIP)	\$425,000.00	\$425,000.00	\$350,000.00	\$352,417.60	\$126,634.00	\$479,051.60	\$72,582.40		83%	Land & Buildings
00014	Railway Centre Toilets (Buildings)- CAPEX	\$544,750.00	\$320,750.00	\$150,000.00	\$152,502.60	\$148,202.48	\$300,705.08	\$168,247.40		48%	Land & Buildings
00015	Administration Building (Buildings) - CAPEX	\$7,291.00	\$7,291.00	\$0.00	\$0.00	\$8,470.00	\$8,470.00	\$7,291.00		0%	Land & Buildings
00016	Capex - Ninan/Hinds BFB Fire Shed	\$1,500,000.00	\$1,500,000.00	\$0.00	\$7,000.00	\$0.00	\$7,000.00	\$1,493,000.00		0%	Land & Buildings
00017	Capex - Medical Centre Generator	\$45,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		0%	Plant & Equipment
00018	8 Ellis Street (Buildings)- CAPEX	\$6,358.00	\$6,358.00	\$6,358.00	\$5,720.91	\$0.00	\$5,720.91	\$637.09		90%	Land & Buildings
00019	JV Housing - Quinlan St (Buildings)- CAPEX	\$14,712.00	\$14,712.00	\$14,712.00	\$13,352.55	\$0.00	\$13,352.55	\$1,359.45		91%	Land & Buildings
00020	CEO Vehicle (MV)- CAPEX	\$100,000.00	\$100,000.00	\$100,000.00	\$83,812.53	\$0.00	\$83,812.53	\$16,187.47		84%	Motor Vehicles
00021	Community Bus (MV) - CAPEX	\$125,213.00	\$125,213.00	\$125,213.00	\$0.00	\$130,621.08	\$130,621.08	\$125,213.00		0%	Motor Vehicles
00022	Doctors Vehicle (MV)- CAPEX	\$94,000.00	\$94,000.00	\$94,000.00	\$82,004.92	\$0.00	\$82,004.92	\$11,995.08		87%	Motor Vehicles
00025	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00	\$9,800.00	\$0.00	\$0.00	\$0.00	\$0.00	\$9,800.00		0%	Land & Buildings
00026	Water Tank (P&E)- CAPEX	\$15,000.00	\$15,000.00	\$15,000.00	\$14,153.87	\$0.00	\$14,153.87	\$846.13		94%	Infrastructure - Other
00027	Capex - WH Pavilion Generator	\$45,000.00	\$45,000.00	\$0.00	\$0.00	\$2,554.50	\$2,554.50	\$45,000.00		0%	Plant & Equipment
00028	Trucks - CAPEX	\$330,000.00	\$330,000.00	\$330,000.00	\$329,607.69	\$0.00	\$329,607.69	\$392.31		100%	Plant & Equipment
00029	Sundry Plant and Equipment (CAPEX)	\$40,000.00	\$40,000.00	\$30,000.00	\$44,885.95	\$0.00	\$44,885.95	-\$4,885.95		112%	Plant & Equipment
00030	Patching Trailer - CAPEX	\$40,000.00	\$40,000.00	\$40,000.00	\$38,460.36	\$0.00	\$38,460.36	\$1,539.64		96%	Plant & Equipment
00031	Grader (P&E) - CAPEX	\$480,000.00	\$480,000.00	\$480,000.00	\$451,875.29	\$0.00	\$451,875.29	\$28,124.71		94%	Plant & Equipment
00033	BMO - Vehicle - CAPEX	\$45,000.00	\$45,000.00	\$45,000.00	\$43,876.82	\$0.00	\$43,876.82	\$1,123.18		98%	Motor Vehicles
00034	Grader Utility (Motor Vehicles) - CAPEX	\$40,000.00	\$40,000.00	\$40,000.00	\$42,316.82	\$0.00	\$42,316.82	-\$2,316.82		106%	Motor Vehicles
00035	Town Maintenance Ute - CAPEX	\$40,000.00	\$40,000.00	\$40,000.00	\$42,316.82	\$0.00	\$42,316.82	-\$2,316.82		106%	Motor Vehicles
00036	LRCIP Phase 2 - WH Cemetery Toilet	\$80,000.00	\$80,000.00	\$80,000.00	\$90,468.73	\$8,065.09	\$98,533.82	-\$10,468.73		113%	Land & Buildings
00037	Wongan Hills Sports Pavillion Façade - LRCIP	\$0.00	\$100,000.00	\$0.00	\$285.08	\$199,823.60	\$200,108.68	\$99,714.92		0%	Land & Buildings
00038	Wongan Hills Memorial Swimming Pool - Car Park Upgrade	\$0.00	\$54,000.00	\$54,000.00	\$55,374.00	\$0.00	\$0.00	-\$1,374.00		103%	Infrastructure - Other
00039	CRC Universal Access - LRCIP	\$0.00	\$15,000.00	\$12,000.00	\$12,988.00	\$383.28	\$13,371.28	\$2,012.00		87%	Land & Buildings
00040	CRC Generator	\$0.00	\$45,000.00	\$25,000.00	\$20,870.00	\$7,046.23	\$27,916.23	\$24,130.00		46%	Plant & Equipment
00042	CCTV - LRCIP	\$0.00	\$7,024.00	\$7,024.00	\$7,024.00	\$0.00	\$7,024.00	\$0.00		100%	Infrastructure - Other
50004	Capex - Fire Danger Rating Signage	\$30,000.00	\$30,000.00	\$0.00	\$0.00	\$28,577.88	\$28,577.88	\$30,000.00		0%	Infrastructure - Other
50005	Cemetery WH Capex (Infras Other) - CAPEX	\$14,500.00	\$14,500.00	\$0.00	\$0.00	\$0.00	\$0.00	\$14,500.00		0%	Infrastructure - Other
50006	Community Park WH (Infras Other)- CAPEX	\$11,570.00	\$11,570.00	\$0.00	\$0.00	\$6,570.00	\$6,570.00	\$11,570.00		0%	Infrastructure - Other
50007	WH Swimming Pool (Infrastructure Other) - CAPEX	\$225,476.00	\$305,476.00	\$260,000.00	\$249,273.84	\$47,908.90	\$297,182.74	\$56,202.16		82%	Infrastructure - Other
50008	Mocardy Dam (Infras Other)- CAPEX	\$177,389.00	\$177,389.00	\$177,389.00	\$174,135.17	\$58,217.80	\$232,352.97	\$3,253.83		98%	Infrastructure - Other
50009	Own Funded Capital Footpaths (Infras footpaths)	\$65,047.00	\$65,047.00	\$65,047.00	\$66,936.53	\$0.00	\$66,936.53	-\$1,889.53		103%	Infrastructure - Footpaths
50010	LRCIP Phase 2 - Ballidu Footpaths	\$0.00	\$90,000.00	\$90,000.00	\$91,251.16	\$0.00	\$91,251.16	-\$1,251.16		101%	Infrastructure - Footpaths
50011	LRCIP Phase 2 - Ballidu Hall Carpark	\$0.00	\$20,000.00	\$20,000.00	\$21,879.60	\$0.00	\$21,879.60	-\$1,879.60		109%	Infrastructure - Other
50012	LRCIP Phase 2 - Wongan Rd Drainage - North Entry	\$0.00	\$100,000.00	\$100,000.00	\$101,963.86	\$6,240.50	\$108,204.36	-\$1,963.86		102%	Infrastructure - Roads
50013	Waste Facility Sites	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00	\$0.00		0%	Infrastructure - Other
50014	Wongan Hills Airstrip Linemarking - LRCIP	\$0.00	\$40,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$40,000.00		0%	Infrastructure - Other
50015	Community Park - LRCIP	\$0.00	\$15,000.00	\$10,000.00	\$9,705.00	\$95.00	\$9,800.00	\$5,295.00		65%	Infrastructure - Other
70000	Computer Hardware (F&E)- CAPEX	\$20,000.00	\$20,000.00	\$20,000.00	\$15,293.53		\$15,293.53	\$4,706.47		76%	Furniture & Equipment
70001	Capex - Chambers ICT Upgrade (F&E)	\$64,195.00	\$64,195.00	\$64,195.00	\$65,046.00	\$0.00	\$65,046.00	-\$851.00		101%	Furniture & Equipment
90005	42 Mitchell Street Repairs (Insurance)	\$0.00	\$81,589.00	\$81,589.00	\$76,011.65	\$0.00	\$76,011.65	\$5,577.35		93%	Land & Buildings
90006	Squash Courts - Insurance	\$0.00	\$0.00	\$10,800.00	\$10,800.00	\$0.00	\$10,800.00	-\$10,800.00		0%	Land & Buildings
AROAD	RRG Funded Capital Roadworks (Infras Roads)	\$1,360,111.00	\$1,462,741.00	\$1,300,000.00	\$1,420,728.99	\$65,343.18	\$1,486,072.17	\$42,012.01		97%	Infrastructure - Roads
BROAD	R2R Funded Capital Roadworks (Infras Roads)	\$893,944.00	\$893,944.00	\$550,000.00	\$546,206.61	\$106,833.00	\$653,039.61	\$347,737.39		61%	Infrastructure - Roads
EROAD	Own Funded Capital Roadworks (Infras Roads)	\$468,995.00	\$468,995.00	\$420,000.00	\$381,884.07	\$25,289.50	\$407,173.57	\$87,110.93		81%	Infrastructure - Roads
GROAD	Wheatbelt Secondary Freight Network Roadworks (Infra Roads)	\$1,975,827.00	\$1,975,827.00	\$1,600,000.00	\$1,152,857.19	\$146,256.43	\$1,299,113.62	\$822,969.81		58%	Infrastructure - Roads
		\$9,848,098.00	\$10,329,341.00	\$6,902,327.00	\$6,340,717.67	\$1,140,644.56	\$7,426,019.78	\$3,988,623.33		61%	Plant & Equipment

Asset Class	Original Budget	Current Budget	YTD Budget	YTD Actual	PO	Total Actual	Variance	Indicator	Completion %
Land & Buildings	\$3,101,831	\$3,074,420	\$800,459	\$786,977	\$509,091	\$1,296,099	\$2,287,443		26%
Furniture & Equipment	\$84,195	\$84,195	\$84,195	\$80,340	\$0	\$80,340	\$3,855		95%
Motor Vehicles	\$444,213	\$444,213	\$444,213	\$294,328	\$130,621	\$424,949	\$149,885		66%
Plant & Equipment	\$980,000	\$980,000	\$905,000	\$885,699	\$9,601	\$895,300	\$94,301		90%
Infrastructure - Roads	\$4,698,877	\$4,901,507	\$3,970,000	\$3,603,641	\$349,963	\$3,953,603	\$1,297,866		74%
Infrastructure - Footpaths	\$65,047	\$155,047	\$155,047	\$158,188	\$0	\$158,188	-\$3,141		102%
Infrastructure - Other	\$473,935	\$689,959	\$543,413	\$531,545	\$141,370	\$617,541	\$158,414		77%
	\$9,848,098.00	\$10,329,341.00	\$6,902,327.00	\$6,340,718.00	\$1,140,644.56	\$7,426,019.78	\$3,988,623.33		61%

Total Actual < Current Budget
No Current Budget
No YTD Actual
Total Actual > Current Budget



9.3 WORKS AND SERVICES

Nil

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 APPLICATION FOR DEVELOPMENT APPROVAL P555 – PROPOSED CONSTRUCTION OF A STEEL SHED FOR STORAGE AND WORKSHOP USE AT 31 JENSEN STREET, WONGAN HILLS

FILE REFERENCE:	A1567/P555
REPORT DATE:	03 June 2025
APPLICANT/PROPONENT:	Dean Gittos on behalf of Executive Sheds & Construction
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

Consideration and final determination of an Application for Development Approval for the construction and use of an outbuilding (shed) at 31 Jensen Street, Wongan Hills. The proposed outbuilding (shed) will be used for storage and a workshop.

BACKGROUND:

The applicant is seeking Council's development approval for the construction and use of an outbuilding (shed) for storage and workshop, 10 m long x 25 m wide and maximum eave height of 4m.



Synergy Maps 06 June 2025

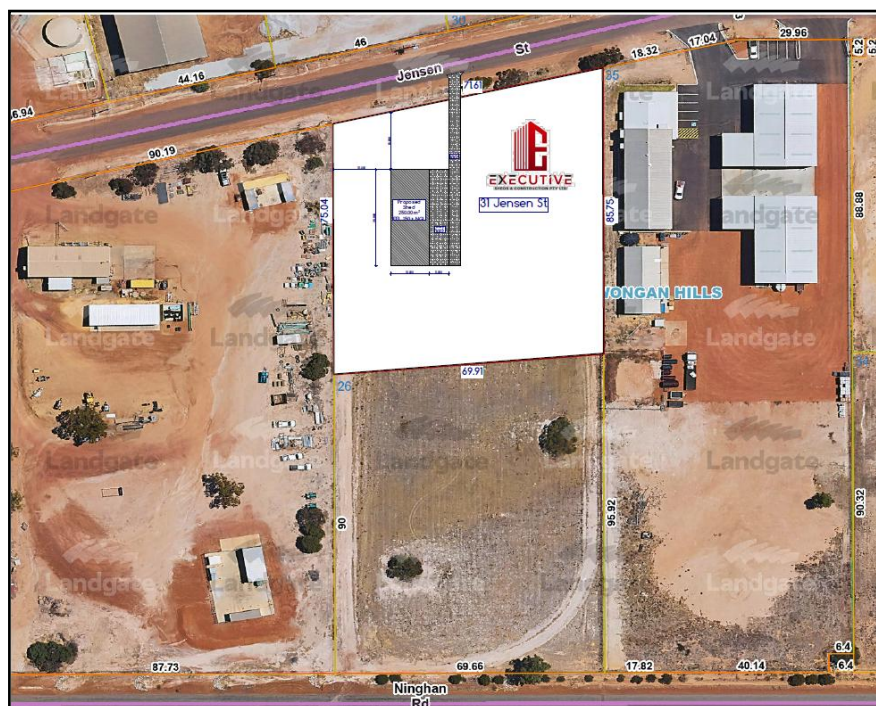


Image provided by Executive Sheds and Construction 11 July 2025

31 Jensen Street, Wongan Hills comprises a total area of approximately 0.7020 hectares. The land contains no existing buildings.

The proposed outbuilding (shed) is not located within a designated bushfire prone area.



Bushfire Prone Map 06 June 2025

COMMENT:

31 Jensen Street, Wongan Hills is classified 'General Industry' zone in the Shire of Wongan-Ballidu Local Planning Scheme No.5 (LPS5).

The zone objectives for the development and use of any land classified as 'General Industry' zone are as follows:

- To provide for a broad range of industrial, service and storage activities which by their operations, should be isolated from residential and other sensitive land uses.
- To accommodate industry that would not otherwise comply with the performance standards of light industry.
- To seek to manage impacts such as noise, dust and odour within the zone.
- To encourage any development to be appropriately screened from the main road.
- To provide a location where separate heavy vehicular access is provided.

Under the terms of the Zoning Table in LPS5 the proposed use currently falls under 'warehouse/storage'.

This use is listed as a 'P' use in the Zoning Table. Under Clause 3.3.2 a 'P' use means that the use is permitted if it complies with any relevant development standards and requirements of this Scheme.

Council is reminded of Clause 3.3.5 of the LPS5 that reads;

If a use of land is identified in a zone as being a class "P" use, the local government may not refuse an application for development approval for that use in that zone but may require works that are to be undertaken in connection with that use to have development approval.

The proposal is compliant with the minimum setbacks required for 'general industry'.

The map provided by the applicant indicates ingress and egress is via a driveway of Jensen Street.

The applicant has advised the hours of operation for the workshop will be 7am to 5pm Monday to Friday.

The proposal makes allowances for the provision of 3 x 2.4m x 5.4m designated carparking spaces on the eastern side of the shed.

The applicant has advised there is no landscaping proposed for the site.

The application has been assessed with due regard for the specific objectives and standards of the Shire's local planning framework including LPS5 and all relevant local planning policies, the Deemed Provisions of the *Planning and Development (Local Planning Schemes) Regulations 2015*.

The development application has been assessed in consultation with the above documents and is subject to compliance with a number of conditions. As such it is recommended Council exercise its discretion and grant conditional approval to the application to ensure the development proceeds in accordance with the information and plans submitted in support of the proposal and the relevant standards and requirements of the Shire's local planning framework.

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Planning and Development Act 2015
Planning and Development (Local Planning Schemes) Regulations 2015
Shire of Wongan Ballidu Local Planning Scheme No. 5
State Planning Policy (SPP) 3.7 – Planning in Bushfire Prone Areas

STRATEGIC IMPLICATIONS:

There are no known strategic implications associated with this item.

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental implications associated with this item.
- **Economic**
There are no known economic implications associated with this item.
- **Social**
There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no financial implications to Council in relation to this item. All costs associated with the proposed development are the responsibility of and will be met by the current landowners.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

MOVER: Cr COAD **SECONDER:** Cr STARCEVICH

That Council APPROVE the Development Application for the proposed outbuilding (shed) for storage and workshop and associated works at 31 Jensen Street, Wongan Hills subject to the following conditions;

1. The proposed development shall be completed within a period of two (2) years from the date of this approval. If the development is not completed within this period, the approval will lapse and be of no further effect. Where an approval has lapsed no development shall be carried out without the further approval of the Shire of Wongan Ballidu having first been sought and obtained.

2. The proposed development shall be undertaken strictly in accordance with the information and plans submitted in support of the application subject to any modifications required as a consequence of any condition/s of this approval or otherwise approved by Council.
3. All stormwater drainage generated by the proposed development shall be contained and managed on site to the specifications and satisfaction of the Shire's Chief Executive Officer.
4. All external surfaces of the proposed development are to be clad with new materials only.
5. The development shall provide for a minimum of three (3) car parking spaces.
6. The development shall provide a minimum of 15% Landscaping in compliance with Clause 4.8.6 of the LPS5.

Advice Notes

1. This approval is not an authority to ignore any constraint to development on the land which may exist through contract or on title, such as an easement, memorial or restrictive covenant. It is the responsibility of the applicant and landowner and not the Shire to investigate any such constraints before commencing development. This approval will not necessarily have regard to any such constraint to development, regardless of whether or not it has been drawn to the Shire's attention.
2. This is a development approval of the Shire of Wongan Ballidu under its Local Planning Scheme No. 5. It is not a building permit or an approval to commence or carry out development under any other law. It is the responsibility of the applicant/landowner to obtain any other necessary approvals, consents, permits and licences required under any other law, and to commence and carry out development in accordance with all relevant laws.
3. The applicant/landowner is reminded of their obligation to ensure compliance with the following requirements:
 - a) An owner of any land of less than 1 hectare (10,000 square metres) and zoned under the Town Planning Scheme as Rural Residential or Industrial is required to have all annual grass and herbage slashed or mowed to a height of not more than 100mm and construct a clear earth firebreak of not less than 2 metres in width immediately surrounding all buildings and/or haystacks situated on the land.
 - b) Shire of Wongan Ballidu Health Local Law
4. In accordance with the Building Act 2011 and Building Regulations 2012, a building permit application must be submitted to and approved by the Shire's Building Surveyor prior to the commencement of any construction or earthworks on the land.
5. The proposed development is required to comply in all respects with the National Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
6. The noise generated by any activities on-site including machinery motors or vehicles shall not exceed the levels as set out under the Environmental (Noise) Regulations 1997.
7. No construction works shall commence on the land prior to 7 am without the Shire's written approval.
8. Failure to comply with any of the conditions of this development approval constitutes an offence under the provisions of the Planning and Development Act 2005 and the Shire of Wongan Ballidu Local Planning Scheme No. 5 and may result in legal action being initiated by the local government.
9. If the applicant/landowner 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 submitted within 28 days of the determination.

CARRIED: 4/0
RESOLUTION 080725
Against:

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starceвич

9.5 COMMUNITY SERVICES

9.5.1 PUBLIC ART POLICY

FILE REFERENCE	Policies and Procedures/Policies - Council
REPORT DATE:	14 July 2025
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Informal Council Meeting – 25 June 2025
AUTHOR:	Kim Walsh – Manager Community and Customer Services
ATTACHMENTS:	9.5.1.1 Public Art Policy

PURPOSE OF REPORT:

To seek Council's adoption of the Shire of Wongan-Ballidu Public Art Policy to guide the commissioning, approval, and management of public artworks in the region.

BACKGROUND:

The development of a Public Art Policy was identified as a priority to provide a clear and consistent framework for the commissioning, assessment, and management of public artworks within the Shire of Wongan-Ballidu. This policy aims to ensure that all public art aligns with the Shire's strategic objectives, reflects community values, and considers practical factors such as public safety, maintenance, and cultural significance.

A draft version of the policy was presented and discussed at the Council Forum held on Wednesday, 25 June 2025.

COMMENT:

The Public Art Policy provides a structured approach for the consideration and management of public art within the Shire, supporting both Shire-led initiatives and proposals from external artists or community groups. By establishing clear guidelines and assessment criteria, the policy encourages the development of high-quality, site-appropriate artworks that enhance public spaces, reflect the Shire's identity, and contribute to community pride and cultural vibrancy.

The policy also ensures accountability by outlining responsibilities for ownership, maintenance, and public safety, while allowing for flexibility in the approval of temporary, permanent, and diverse forms of artistic expression. Its adoption will support consistent decision-making, promote creative placemaking, and strengthen engagement with the arts across the Shire, in alignment with the Shire's Strategic Community Plan.

POLICY REQUIREMENTS:

Nil.

LEGISLATIVE REQUIREMENTS:

Nil.

STRATEGIC IMPLICATIONS:

Ongoing review and refinement of the Policy Manual is in line with Council's strategic direction on Governance (Implement and develop policy based on economic, social, cultural, governance and environmental elements)

SUSTAINABILITY IMPLICATIONS:

- **Environment**
There are no known environmental impacts associated with this proposal.
- **Economic**
There are no known economic impacts associated with this proposal.
- **Social**
There are no known social implications associated with this proposal.

FINANCIAL IMPLICATIONS:

Nil.

VOTING REQUIREMENTS: Simple Majority

OFFICER RECOMMENDATION:

MOVER: Cr COAD **SECONDER:** Cr STARCEVICH

That Council:
Adopt the Shire of Wongan-Ballidu Public Art Policy, as attached to this report.

LAPSED

SUSPENSION OF STANDING ORDERS

3:17pm *Standing orders suspended*

MOVER: Cr COAD **SECONDER:** Cr DONNELLAN

That the standing orders under Part 10 of the Shire of Wongan-Ballidu Council Meeting Local Law be suspended so that the item can be discussed and freely debated.

CARRIED: 4/0
RESOLUTION 090725
Against:

For:
Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starcevich

REINSTATEMENT OF STANDING ORDERS

3:26pm

Standing orders reinstated

MOVER: Cr COAD SECONDER: Cr DONNELLAN

That the standing orders under Part 10 of the Shire of Wongan-Ballidu Council Meeting Local Law be reinstated.

CARRIED: 4/0
RESOLUTION 100725
Against:

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starcevich

MOVER: Cr COAD SECONDER: Cr DONNELLAN

That this item be deferred to the August 2025 Ordinary Council Meeting.

CARRIED: 4/0
RESOLUTION 110725
Against:

For:

Cr M Stephenson
Cr D Coad
Cr B Donnellan
Cr S Starcevich

NOTE: Councillors agreed that the item needed to be reworked to be clear about certain responsibilities, particularly relating to insurance; both for the Owner and for the Shire.

Public Art Policy

Policy Owner	Community Services
Person Responsible	Manager Community and Customer Services
Date of Adoption	
Date of Last Review	

OBJECTIVE

To establish a framework for the commissioning, approval, installation, and management of public art within the Shire of Wongan-Ballidu. This policy outlines the principles and processes guiding both Shire-led and externally proposed public artworks to ensure alignment with community values, cultural identity, public safety, and sustainable asset management.

DEFINITION

Public art refers to any visual artwork installed in a public space and intended to enrich the community's experience of that place. Public art may include, but is not limited to:

- Freestanding works such as sculptures
- Integrated pieces embedded into buildings or infrastructure
- Murals, painted surfaces, or artistic treatments
- Digital or interactive installations
- Temporary or ephemeral exhibitions

POLICY

This policy aims to celebrate and reflect the Shire's identity, culture, environment, and heritage by encouraging high-quality, original, and site-appropriate public art. It supports meaningful participation and collaboration between artists, community members, and cultural organisations, while establishing clear and consistent processes for external applicants wishing to propose public artworks.

Public art must consider public safety, environmental sustainability, and be practical to maintain. It also plays a role in supporting tourism, local economic development, and creative place-making that strengthens community pride and cultural expression.

This policy applies to:

- All public artworks located in public spaces under the Shire's care and control (e.g., parks, town centres, community facilities, and road reserves).
- Proposals submitted by external individuals, artists, or organisations, including community groups, arts collectives, and businesses.
- Temporary, permanent, and ephemeral public artworks, including sculptures, murals, installations, and architectural/artistic integrations.

All public artworks must align with the goals of the Shire's Strategic Community Plan, particularly in areas such as tourism, cultural enrichment, and community identity. Artworks must respect the region's Aboriginal heritage, local history, and distinct character. They are expected to demonstrate quality design and creativity, and avoid content that is political, offensive, or discriminatory. All installations must also consider public safety, accessibility, and the practicalities of long-term maintenance.

PUBLIC ART PROPOSAL BY EXTERNAL ARTIST OR GROUP

Any external artist, organisation, or community group wishing to install public art in the Shire must submit a Public Art Proposal Form, available on the Shire's website or by request. The proposal must include a project plan, concept designs, the proposed location, and a clear outline of the artwork's purpose and theme. It should describe how the artwork complements the surrounding environment, and provide details on materials, scale, and anticipated lifespan.

Applicants must also outline maintenance requirements, public safety considerations, and where relevant, a community engagement plan. A full budget breakdown and identified funding sources must be provided.

Once submitted, proposals will be reviewed by the Shire in consultation with relevant stakeholders such as local arts organisations or heritage advisors, as appropriate. Proposals will be assessed against criteria including:

- Artistic merit and originality
- Alignment with the Shire's objectives and community values
- Suitability to the selected site and local environment
- Community benefit and potential engagement opportunities
- Maintenance requirements and public safety implications
- Impact on Shire resources or ongoing commitments

Council approval is required for significant or permanent artworks. Temporary works, such as exhibitions or ephemeral pieces, may be approved under delegated authority by the Chief Executive Officer. Where an artwork is especially prominent or potentially sensitive in nature, the Shire may initiate public consultation before making a final decision.

Following approval, a Public Art Agreement will be established between the Shire and the applicant. This will outline each party's roles and responsibilities, ownership arrangements, installation timeframes and requirements, insurance and liability obligations, and expectations around future maintenance and potential decommissioning.

OWNERSHIP AND MAINTENANCE OF PUBLIC ART

Public artworks installed within the Shire remain the property and responsibility of the artist or commissioning group unless otherwise agreed in writing by the Shire. The artist or owner is fully responsible for maintaining the artwork's condition, including repair and restoration where required. The artist or group must also hold and maintain appropriate public liability insurance to cover any risks associated with the artwork's installation and presence in a public space.

The Shire reserves the right to relocate, modify, or remove public artworks if they pose safety

concerns, become significantly damaged, obstruct future development, or if public interest or amenity requires their removal. Where possible, reasonable notice will be given to the artist or owner before any such action is taken.

RESPONSIBILITY FOR IMPLEMENTATION

The Chief Executive Officer is responsible for implementing this policy.

Item 10. NEW BUSINESS OF AN URGENT NATURE INTRODUCED BY DECISION OF THE MEETING

Nil.

Item 11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Nil.

Item 12. CLOSURE

The Presiding Member, Cr M Stephenson, declared the meeting Closed at 3:28pm.

Signed by:

Date:

Cr M Stephenson
Shire President