



Shire of
Wongan-Ballidu

Agenda

Ordinary Meeting of Council
Wednesday, 25 October 2023





Shire of Wongan-Ballidu

NOTICE OF AN ORDINARY COUNCIL MEETING

Dear Elected Members

I advise that the Ordinary Meeting of the Shire of Wongan-Ballidu will be held on Wednesday, 25 October 2023 commencing at 3.00pm at Council Chambers, Shire of Wongan Ballidu, Cnr Quinlan Street and Elphin Crescent, Wongan Hills WA 6603

SAM DOLZADELLI
ACTING CHIEF EXECUTIVE OFFICER

Disclaimer

The recommendations contained in the Agenda are subject to confirmation by Council. The Shire of Wongan-Ballidu warns that any person(s) who has an application lodged with Council should rely only on written confirmation of the decision made at the Council meeting. No responsibility whatsoever is implied or accepted by the Shire of Wongan-Ballidu for any act, omission, statement or intimation taking place during a Council meeting.

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

Acknowledgement of Country: -

"I'd like to begin by acknowledging the first nations people of the land on which we meet today. I would also like to pay my respects to Elders past, present and emerging."

- 1.1 ELECTION OF SHIRE PRESIDENT**
- 1.2 ELECTION OF DEPUTY SHIRE PRESIDENT**
- 1.3 DRAW FOR COUNCILLOR SEATING**

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

Item 3. PUBLIC QUESTION TIME

Item 4. ANNOUNCEMENTS FROM THE PRESIDING MEMBER

Item 5. DEPUTATIONS / PRESENTATIONS / SUBMISSIONS / PETITIONS

Item 6. APPLICATION/S FOR LEAVE OF ABSENCE

Item 7. CONFIRMATION OF MINUTES

- 7.1 CONFIRMATION OF THE MINUTES OF THE ORDINARY MEETING OF COUNCIL HELD ON FRIDAY, 29 SEPTEMBER 2023**

OFFICER RECOMMENDATION:

1. That the Minutes of the Ordinary Meeting of Council held on Friday, 29 September 2023 be CONFIRMED as a true and correct record of the proceedings.

Item 8. MATTERS FOR WHICH MEETING MAY BE CLOSED

Item 9. REPORTS OF OFFICERS AND COMMITTEES

9.1 GOVERNANCE

9.1.1 APPOINTMENT OF COUNCILLORS TO COMMITTEES

FILE REFERENCE:	A1.2.1
REPORT DATE:	13 October 2023
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Acting Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate its representatives to Council committees.

BACKGROUND:

Following the recent local government elections Council is required to renominate members to each of the Council's standing committees.

COMMENT:

Currently the Council has the following Committees:

- **Audit and Risk Committee**
This Committee currently comprises three (3) elected members with the Chief Executive Officer and the Deputy Chief Executive Officer attending the meetings in an advisory capacity only.
- **Bush Fire Advisory Committee (BFAC)**
This Committee currently comprises one (1) elected member, the Chief Bush Fire Control Officer, the Deputy Chief Bush Fire Control Officer, one representative from each Bush Fire Brigade and one representative from Wongan Hills with the Deputy Chief Executive Officer attending the meetings in an advisory capacity only. Council is therefore required to nominate one elected member to this Committee.
- **Local Emergency Management Committee (LEMC)**
This Committee currently comprises one (1) elected member with the Chief Executive Officer attending the meetings in an advisory capacity only.

POLICY/LEGISLATIVE REQUIREMENTS:

Local Government Act 1995 Subdivision 2 – Committees and their meetings.

5.8. Establishment of committees

A local government may establish committees of 3 or more persons to assist the council and to exercise the powers and discharge the duties of the local government that can be delegated to committees.*

** Absolute majority required*

5.9. Committees, types of

(1) In this section — other person means a person who is not a council member or an employee.

(2) A committee is to comprise —

(a) council members only; or

(b) council members and employees; or

(c) council members, employees and other persons; or

(d) council members and other persons; or

(e) employees and other persons; or

(f) other persons only.

5.10. Committee members, appointment of

(1) A committee is to have as its members —

(a) persons appointed by the local government to be members of the committee (other than those referred to in paragraph (b)); and*

(b) persons who are appointed to be members of the committee under subsection (4) or (5).

** Absolute majority required.*

(2) At any given time each council member is entitled to be a member of at least one committee referred to in section 5.9(2)(a) or (b) and if a council member nominates himself or herself to be a member of such a committee or committees, the local government is to include that council member in the persons appointed under subsection (1)(a) to at least one of those committees as the local government decides.

(3) Section 52 of the Interpretation Act 1984 applies to appointments of committee members other than those appointed under subsection (4) or (5) but any power exercised under section 52(1) of that Act can only be exercised on the decision of an absolute majority of the council.

(4) If at a meeting of the council a local government is to make an appointment to a committee that has or could have a council member as a member and the mayor or president informs the local government of his or her wish to be a member of the committee, the local government is to appoint the mayor or president to be a member of the committee.

(5) If at a meeting of the council a local government is to make an appointment to a committee that has or will have an employee as a member and the CEO informs the local government of his or her wish —

(a) to be a member of the committee; or

(b) that a representative of the CEO be a member of the committee,

the local government is to appoint the CEO or the CEO's representative, as the case may be, to be a member of the committee.

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.

VOTING REQUIREMENTS: Absolute Majority Required

ABSOLUTE MAJORITY REQUIRED: Yes

FINANCIAL IMPLICATIONS:

Councillors attending Committee meetings are paid a sitting fee. This is included in the adopted 2023/24 annual budget.

OFFICER RECOMMENDATION:

That Council

APPOINT the following Councillors to the Audit and Risk Committee:

- 1.
- 2.
- 3.

That Council

APPOINT the following Councillor to the Bush Fire Advisory Committee (BFAC):

- 1.

That Council

APPOINT the following Councillor to the Local Emergency Management Committee (LEMC):

- 1.

9.1.2 APPOINTMENT OF COUNCIL REPRESENTATIVES TO GOVERNMENT / LOCAL GOVERNMENT ORGANISATIONS

FILE REFERENCE:	A1.2.1
REPORT DATE:	13 October 2023
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Acting Chief Executive Officer
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

That Council nominate its representatives to various organisations and committees.

BACKGROUND:

Following the recent local government elections, Council is required to renominate representatives to each of the organisations and committees that it has representation on.

COMMENT:

The list of organisations and committees is based on the previous year and may require additions and/or deletions.

Regional Road Group (RRG)

There are 10 Regional Road Groups (RRG) in WA, established under the State Road Funds to Local Government Agreement which is overseen by a State Advisory Committee (SAC). The RRGs make recommendations to the SAC regarding the Annual Local Government Roads Program for their Region and any other relevant issues.

The RRGs are comprised of elected representatives from each Local Government within the road group. Most groups are supported by a sub-group or technical committee comprised of Local Government staff. Administrative support is provided by Main Roads WA. RRGs importantly provide Local Government with a voice in how the State Government's contribution to local roads is spent. RRG members serve a vital and valuable role in ensuring road funding decisions maximise community benefits and preserve and improve the public road network across Western Australia.

Innovation Central Midlands Incorporated

An organisation formed by the Shires of Dalwallinu, Moora and Wongan Ballidu for the purpose of Economic Development. Its members are made up of Councillors and/or community members who may provide expertise and guidance in local government. Usually, one or two Councillors may be appointed from each Shire.

Wheatbelt Development Commission Board

The Wheatbelt Development Commission Board nominations for two Local Government representative vacancies on its Board, will open on 24 October 2023 and close at 4:00pm on 4 December 2023.

In accordance with the Regional Development Commissions Act 1993, nominees for the vacancies must be members of the Council of a Local Government in the region and are to be nominated by Local Governments in the region.

All Local Governments in the Wheatbelt region will be invited to nominate up to two Councillors, who are willing and able to be candidates, for appointment. The Commission will be seeking nominees from highly motivated and enthusiastic people, with the following experience:

Understanding of key issues impacting the development of the Region;
Demonstrated involvement in the economic and/or social development of the Region; and
The ability to work cooperatively to achieve agreed goals across a wide range of issues and stakeholders.

The Minister for Regional Development, Hon Don Punch MLA will make the appointments to the Board after consultation with WA State Cabinet.

POLICY/LEGISLATIVE REQUIREMENTS:

There are no policy or legislative Requirements in relation to this item.

STRATEGIC IMPLICATIONS:

There are no known strategic requirements 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:

There are no Financial Implications in relation to this item.

VOTING REQUIREMENTS: Simple Majority Required

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council

APPOINT the following Councillors as their representatives on the following organisations and committees.

The Avon Midland Zone of the Western Australia Local Government Association:

- 1.
- 2.

The Innovations Central Midlands Inc:

- 1.
- 2.
- 3.

The Regional Road Group – Wheatbelt North Moora Subgroup:

- 1.
- 2.

Wheatbelt Development Commission Board

- 1.
- 2.

9.1.3 APPOINTMENT OF COUNCILLORS TO COMMITTEE DEVELOPMENT ASSESSMENT PANEL (DAP)

FILE REFERENCE:	
REPORT DATE:	13 October 2023
APPLICANT/PROPONENT:	Melissa Marcon – Manager of Regulatory Services
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Nil

PURPOSE OF REPORT:

To nominate four elected members of the Council, comprising two local members and two alternate local members to sit on a local Development Assessment Panels (DAP) as required.

BACKGROUND:

As a key component of planning reform in Western Australia, Development Assessment Panels (DAPs) are intended to enhance planning expertise in decision making by improving the balance between technical advice and local knowledge.

Local representation is a vital component of the Development Assessment Panel (DAP). Local members are members of a local government council who are nominated by that local government to sit on a DAP. The relevant local government will be responsible for nominating four local government representative members from the local government's pool of elected members (councillors). Two councillors will be local members, and two deputy local members to be called on if an issue of quorum arises. The Minister will appoint the local government representatives in accordance with the local government's nomination.

Should the local government fail to nominate four representatives, the Minister has the power to appoint two alternative community representatives to ensure local representation is always present on a panel. The regulations require that these alternate representatives are residents of the local area and have relevant knowledge or experience that, in the opinion of the Minister, will enable them to represent the interests of their local community.

Alternate members

There will be alternate (deputy) members for local members and specialist members.

Alternate (deputy) members will be used when an issue of quorum arises or when a Development Assessment Panel (DAP) member is unable to act by reason of illness, absence or other cause.

Deputy local

members cannot sit in the place of specialist members, just as deputy specialist members cannot sit in the place of local members.

All existing local government DAP members are currently appointed for a term ending 26 January 2024.

Under regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011 (DAP Regulations), Council is requested to nominate four elected members of the Council, comprising two local members and two alternate local members to sit on the respective DAP as required, following the local government elections.

Nominees will be required to provide name, address, and email, telephone numbers, date of birth, employer(s), position(s).

Following receipt of all local government nominations, the Minister will consider and appoint local government DAP members for the term ending 26 January 2026. All appointed local members will be placed on the local government member register and advised of DAP training dates and times. It is a mandatory requirement, pursuant to the DAP regulations, that all DAP members attend training before they can sit on a DAP and determine applications. Local government members who have previously undertaken training are not required to attend further training but are encouraged to attend refresher training.

When selecting nominees, the Council should consider that local government elections may result in a change to DAP membership if current Councillors, who are DAP members, are not re-elected, Council will need to re-nominate for the Minister's consideration. DAP members are entitled to be paid for their attendance at DAP meetings and training, unless they fall within a class of persons excluded from payment. Further details can be found in the *Premier's Circular – State Government Boards and Committees Circular (2010/02)*.

COMMENT:

Current local DAP Members are:

Regional JDAP	Local Member 1	Local Member 2	Alternate Local Member 1	Alternate Local Member 2
Shire of Wongan-Ballidu	Cr Susan Falconer	Cr Kelly Anspach	Cr Stuart Boekeman	Cr Dwight Coad

Extract from DAP local government members 2022-2024 – Weblink [2022-2024-DAP-LG-Members.pdf \(www.wa.gov.au\)](https://www.wa.gov.au/government/publications/2022-2024-DAP-LG-Members.pdf)

POLICY REQUIREMENTS:

There are no policy requirements in relation to the item.

LEGISLATIVE REQUIREMENTS:

Regulation 24 of the Planning and Development (Development Assessment Panels) Regulations 2011.

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 proposal.

➤ **Social**

There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

There are no known financial implications in relation to this item.

VOTING REQUIREMENTS: Simple Majority Required

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council

NOMINATE the following Councillors as Local Development Assessment Panel (DAP) Members.

- 1.
- 2.

That Council

NOMINATE alternate local members.

- 1.
- 2.

9.1.4 LEMC TERMS OF REFERENCE

FILE REFERENCE:	F1.4
REPORT DATE:	19 October 2023
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli – Acting Chief Executive Officer
ATTACHMENTS:	1. LEMC Terms of Reference 2. LEMC Meeting Minutes 12 October 2023 unconfirmed

PURPOSE OF REPORT:

To present to Council the new Terms of Reference for the Shire of Wongan-Ballidu Local Emergency Management Committee.

BACKGROUND:

Under section 38(1) of the *Emergency Management Act 2005*, a local government is required to establish one or more local emergency management committees for the local government's district. To ensure the effective and efficient operation of the Committee, it is necessary to establish a formal Terms of Reference, which will outline the rules and act as a guide to administering the Local Emergency Management Committee (LEMC).

COMMENT:

A draft Terms of Reference was presented at the most recent LEMC meeting on Thursday 12 October 2023. The LEMC reviewed the Terms of Reference and provided feedback with comments for amendments to be made prior to presenting the final version to Council for adoption.

The LEMC passed a motion as below:

That the Local Emergency Management Committee (LEMC) **recommend** that Council adopt the Shire of Wongan-Ballidu LEMC Terms of Reference.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Emergency Management Act 2005 – Section 38 – Requires the local government to establish at least one LEMC.

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:

Nil

VOTING REQUIREMENTS: Simple Majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council

1. ADOPTS the Shire of Wongan-Ballidu Local Emergency Management Committee Terms of Reference, as presented in attachment one to this report.

Shire of Wongan-Ballidu LEMC

Terms of Reference

Adopted	TBA
Last Reviewed	N/A
Review Date	Every 5 years or as required
Associated Legislation	<i>Emergency Management Act 2005</i>
Associated Documents	State Emergency Management Policy and Procedures Shire of Wongan-Ballidu Local Emergency Management Arrangements

1. Name

The Committee will be referred to as the “Shire of Wongan-Ballidu Local Emergency Management Committee” (LEMC).

2. Purpose

The purpose of the LEMC is to work collaboratively with relevant stakeholders to identify and mitigate emergency risks and hazards within the Shire of Wongan-Ballidu (Shire). The LEMC will liaise with representatives from hazard management agencies, local support organisations, and various other industry personnel, to collectively build a resilient community that is prepared to respond and recover from an emergency.

3. Objectives

- Develop local emergency management arrangements [LEMA] that are practical to all stakeholders and service agencies.
- Ensure that LEMA are contemporary and relevant to the community and addresses all possible risks and scenarios.
- Participate in inter-local government relations to further emergency management cooperation within the emergency management district.
- Build resilience and engage with the community through safety and awareness campaigns, and by disseminating information through social media, media outlets, and public events.
- Participate in interagency training exercises that improve the capabilities and knowledge of the LEMC, local stakeholders, and hazard management agencies.

- Exercise the LEMA to test their effectiveness in practical applications, and actively strive for continuous improvement.
- Share meeting minutes, committee member experiences and proposed actions with local government elected members, State agencies and the local community.
- Strategise ways to mitigate potential emergencies and to improve recovery arrangements.

4. Duties and Responsibilities

- Advise and assist the Shire of Wongan-Ballidu in ensuring that LEMA are established for its district.
- Liaise with public authorities and other persons in the development, review and testing of LEMA.
- Carry out other emergency management activities as directed by the State Emergency Management Committee or prescribed by the regulations.
- Perform at least one emergency training exercise a year to assist in improving the capabilities of their community to prepare for, respond to and recover from emergencies.
- After the end of each financial year, LEMC is to prepare and submit to the District Emergency Management Committee an annual report on activities undertaken by the LEMC during the financial year.

5. Membership

- Guests may be invited to attend committee meetings as determined by the LEMC Executive Officer, in consultation with the LEMC Chair.
- Each voting member should nominate a proxy to the Executive Officer within their agency or organisation to attend if the appointed member is absent.
- Non-attendance at meetings of voting members without a justifiable apology, or that have not been represented by their proxy will be asked to provide an explanation to the Chairperson. Repeated non-attendance may result in the Chairperson notifying the District Emergency Management Committee.
- Members representing agencies and organisations that can no longer participate in the committee should advise the Executive Officer of their resignation and nominate an alternative representative for membership.
- Committee membership will be reviewed at each meeting by the LEMC Executive
- New members may join the LEMC via resolution of the committee.

6. Meeting Management

Chairperson	<p>The LEMC Chairperson is to be appointed by the CEO.</p> <p>The position of Chairperson should serve a term no longer than twenty-four (24) consecutive months without re-appointment by the CEO.</p>
Deputy Chairperson	<p>The Deputy Chairperson may be one of:</p> <ul style="list-style-type: none"> • an elected member of Council • a senior Shire staff member • the Local Emergency Coordinator <p>Elected members are to be appointed to the LEMC in line with local government elections.</p> <p>The Deputy Chairperson is appointed by nomination at the first LEMC meeting following the local government elections.</p>
Executive Officer	<p>The Executive Officer is the Shire of Wongan-Ballidu Chief Executive Officer.</p>
Quorum	<p>A quorum for the committee will be at least 50% of its voting membership.</p>
Minutes/Agendas	<p>The Executive Officer is responsible for preparing the agenda and minutes of all business transacted at each meeting.</p> <p>A meeting reminder will be emailed to members four (4) weeks prior to the meeting. Members have two (2) weeks to include any agenda items, comments and/or reports. The final agenda will be issued to members one (1) week prior to the scheduled meeting.</p> <p>Meeting minutes will be forwarded to Committee members within two (2) weeks post the meeting.</p>
Schedules	<p>Meetings will be held quarterly throughout the financial year, on the second Thursday in the months of July, October, February and April.</p> <p>The schedule will be advised by the Executive Officer and any additional meetings will be convened if and as required at the discretion of the Chairperson.</p>

7. Authority

The LEMC does not have the authority or power to commit the Council or Shire of Wongan-Ballidu or any association, organisation, group or individual to expenditure without the Council's approval.

The LEMC is required to gain Council approval if the Committee wishes to alter these Terms of Reference.

Schedule A - Membership

Hazard Management / Controlling Agency LEMC Members		Voting
DFES Northam	Mortlock Area Officer	YES
DFES Wongan Hills VFRS	Captain	NO
DFES Ballidu VFES	Captain	NO
WAPOL – Wongan Hills	Officer in Charge	YES
Local Government LEMC Members		
As appointed	Chairperson	YES
As appointed	Deputy Chairperson	YES
Local Recovery Coordinator	Chief Executive Officer	YES
Executive Officer	Chief Executive Officer	NO
Bushfire Advisory	Chief Bushfire Control Officer	YES
Administration Support	As required (agendas/minutes)	NO
Welfare / Support Agencies		
Department of Communities	District Emergency Services Officer – Wheatbelt	YES
DFES Northam	District Emergency Management Advisor	NO
Department of Education	WHDHS – Principal	YES
Department of Education	Cadoux Primary School - Principal	YES
St John Ambulance	President	YES
St John Ambulance	Paramedic	NO
Department of Primary Industries and Regional Development	Project Manager / Animal Biosecurity and Welfare	NO
Guests		
Community Representative	Community Member	NO
CBH	Area Manager	NO
Department of Biodiversity, Conservation and Attractions		NO
Water Corporation		NO
Western Power		NO
Main Roads WA		NO
Aged Care Representatives		NO
Animal Welfare	WH Veterinarian	NO
Additional as required		NO



Shire of
Wongan-Ballidu

Minutes (Unconfirmed)

LEMC Meeting

Thursday, 12 October 2023



MINUTES

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Item 1. DECLARATION OF OPENING/ANNOUNCEMENT OF VISITORS

Mr Sam Dolzadelli declared the meeting open at 10.08am.

Item 1.2. ATTENDANCE AND APOLOGIES

Sam Dolzadelli	Acting Chief Executive Officer	Shire of Wongan-Ballidu
Ben Moss	Captain	Wongan Hills Fire and Rescue
Jarrold Hood	Captain	Ballidu Volunteer Fire Service
Joanne Spadaccini	District EM Officer	Department of Communities
Yvette Grigg	District EM Advisor	Department of Fire and Emergency Services
Keith McCracken	Proxy for Rob Steel	Department of Fire and Emergency Services
Justin Corrigan	Guest	Department of Fire and Emergency Services
Ross Lane	Chief Bush Fire Control Officer	Wongan Hills Fire and Rescue
Cr M Stephenson	Shire President	Shire of Wongan-Ballidu
Fiona Yeats	Principal	Wongan Hills District High School
Stefan Crossen	Guest	Ballidu Volunteer Fire Service
Elizabeth Pudwell	Minutes	Shire of Wongan-Ballidu
Apologies:		
Cr Sue Falconer	LEMC Chairperson	Shire of Wongan-Ballidu
Sgt Russell Evans		WA Police
Clint Pascoe		Wongan Hills Fire and Rescue
Julie McKenzie		Department of Communities
Emma Cooke	Principal	Cadoux Primary School

Item 1.3. DISCLOSURE OF INTERESTS

Nil

Item 1.4. CONFIRMATION OF MINUTES

1.4.1 CONFIRMATION OF THE MINUTES OF THE LOCAL EMERGENCY MANAGEMENT COMMITTEE (LEMC) MEETING HELD ON TUESDAY, 22 AUGUST 2023.

Moved: Joanne Spadaccini

Seconded: Jarrod Hood

That the Minutes of the Local Emergency Management Committee (LEMC) Meeting held on 22 Tuesday, August 2023 be CONFIRMED as a true and correct record of the proceedings.

CARRIED: 10/0

RESOLUTION:LEMC011023

Item 1.5. CORRESPONDENCE IN/OUT

Nil

Item 1.6. ACTION ITEMS FROM PREVIOUS MEETINGS

ACTION	RESPONSIBLE OFFICER	STATUS
12/2022 – WhatsApp group for LEMC communication	DCEO Shire of Wongan Ballidu	Completed 12/2022
12/2022 – Tabletop exercise tools	Rob Steel – DFES	08/2023 Rob Steel to chase up with Tracey for availability and/or ETA. Justing Corrigan will provide contact details so that SOWB can purchase the table top tools.
Wongan-Ballidu Evacuation Plan Annual Review	CEO – Shire of Wongan- Ballidu	Completed
Emergency Contacts Update	CEO - Shire of Wongan-Ballidu	Update LEMA contacts register in accordance with updates in attendance register

Item 1.7 EMERGENCY CONTACTS UPDATE

Attendees updated details on attendance register for this meeting. CEO office to update the LEMA register and Shire of Wongan-Ballidu LEMC Terms of Reference.

Item 1.8 GUEST PRESENTATIONS

Nil

Item 2 REPORTING

2.1 POST AGENCY REPORTS

DATE	LOCATION	AGENT/AGENCY	COMMENTS
Nil			

2.2 POST EXERCISE REPORTS

DATE	LOCATION	AGENT/AGENCY	COMMENTS
06 September 2023	Wongan-Ballidu	Fiona Yeats – Wongan Hills District High School	Emergency Day revealed limited capacity to move large numbers of children without the use of buses. Ideally, we could reach out to local providers to determine who would be able to assist. Alternatively, we would need to offload as many as possible to parents/guardians and walk remainder to recreation centre.
06 September 2023	Wongan-Ballidu	Yvette Grigg – DFEX	WA Police attended to provide presentation and discussion on ammonium nitrate.

2.3 EXERCISE SCHEDULE

Ideally exercises will be scheduled to occur in the second or third LEMC of each calendar year, between the fire season.

2.4 LOCAL EMERGENCY MANAGEMENT ARRANGEMENT UPDATE

Attachments:

2.4.1 Amended Draft Local Emergency Management

Amendments:

1.9 Local Roles and Responsibilities – add the name of person allocated to each local role.

1.13 Related Parties Documents and Arrangements – addition of related parties documents and arrangements received to date.

2.0 Co-ordination of Emergency Operations – add the name of Local Government Liaison Officer.

2.7 Locations of ISG Meetings – review and update to ensure locations have appropriate capacity and are not same as operations centre, as these should not overlap.

3.1 Special considerations – add tourism events and activities specific to Wongan-Ballidu Shire.

3.4 Emergencies likely to occur/Hazards Register – update outdated references.

5.5 Welfare Centres – Change Title and references to Evacuation Centres

2.5 EMERGENCY RISK MANAGEMENT UPDATE

Nil

2.6 AGENCY/MEMBER REPORTS

Attachment: 2.6.1 Wheatbelt District Advisor Report October November 2023

Yvette Grigg – Department of Fire and Emergency Services:

Disaster Ready Fund has been established by Federal Government to provide financial assistance/grants for projects that will reduce impact of natural hazards. For example: upgrades to recreation centres for power supply, improve disability access, improve local garden reticulation systems, improvements to water supply etc.

Historically local government has not been applying for these grants due to lack of resources.

A full-time staff member has been appointed to collect expressions of interest and provide guidance to local government to access this funding.

Attachment: 2.6.2 DC Wheatbelt LEMC Report September 2023

Joanne Spadaccini - District EM Officer - Department of Communities

Local Emergency Welfare Plans – State plan has just been endorsed and templates being prepared. References to Welfare will be removed and the new plans will be called Local Emergency Support Plans and will have updated terminology to remove 'welfare' in place of 'evacuation'.

It is expected that templates will undergo review at the end of current season.

We are working on evacuation centre audits, and we want to be able to show locations and centre data on GIS system so that emergency services can draw up location at the time incidents are occurring. The evacuation centre audits are scheduled for the end of October.

When completing the forms provided use estimates and note any relevant information of facility. i.e.: – commercial kitchen.

Finona Yeats – Principal – Wongan Hills District High School

Following the shooting incident at Kellerberrin review of procedures is being undertaken. We have not finalised our fire breaks at the current time.

Please note that fire ratings are different for each location within the Shire, and this will mean that each community will be acting in accordance with their current rating. So, we will not be all doing the same thing.

Justin Corrigan – Department of Fire and Emergency Services

Mitigation work has been done with some spraying at the old top and upgrading fire of fire breaks around Shields Crescent.

The parcels of land on Hospital Road that are requiring a prescribed mitigation burn need to be rescheduled to a more appropriate time. This will likely be done after the 2023/24 fire season.

Who is the contact for local government in Shire of Wongan-Ballidu and are they readily available in the event of an emergency? This information would ensure smooth engagement with your local government.

Sam Dolzadelli – Acting Chief Executive Officer – Shire of Wongan-Ballidu

Shire has main line number that is always available 24/7. The number is 9671 2570. This number diverts to CEO or DCEO, depending on availability, who will provide assistance and co-ordinate Shire staff as necessary. This arrangement is currently in place but we need to formalise the process internally and communicate the process to DFES.

2.7 AGENDA ITEMS

2.7.1 NOMINATION OF AGENCY DELEGATES AND VOTING STATUS

Refer to Terms of Reference at item 2.7.2

2.7.2 TERMS OF REFERENCE

Attachment: 2.7.2 LEMC Terms of Reference

Moved: Jarrod Hood

Seconded: Ross Lane

That the Local Emergency Management Committee (LEMC):

RECOMMEND that Council adopt Shire of Wongan-Ballidu LEMC Terms of Reference.

CARRIED: 10/0

RESOLUTION: LEMC021023

Item 3. QUARTERLY REPORTING

Qtr	Day/Date/Time	Location	Schedule
1	Tuesday, 22-08-2023 – 3.00pm	Council Chambers – SOWB	LEMA Review
2	Thursday, 12-10-2023 - 10.00am	Council Chambers – SOWB	LEMA Review - Ongoing Seasonal review. E.g., fire season preparedness. (BFAC 12 September 2023)
3	Tuesday, 06-02-2024 -10.00am	Council Chambers – SOWB	LEMA Review – Finalise Seasonal review. E.g., fire season preparedness. (BFAC 12 September 2023)
4	Tuesday, 16-04-2024 – 10.00am	Council Chambers – SOWB	Finalise and approve LEMC Annual Report and Business Plan achievements, finalise local government exercise schedule, seasonal review, (e.g. storm season preparedness).

Item 4. CLOSURE OF MEETING

There being no further business the chairperson, Sam Dolzadelli, declared the meeting closed 11.07am.

These minutes are to be confirmed at the next Local Emergency Management Committee (LEMC) meeting.

Signed: _____

Date: _____

Sam Dolzadelli - Chairperson

9.2 ADMINISTRATION & FINANCIAL SERVICES

9.2.1 ACCOUNTS SUBMITTED FOR SEPTEMBER 2023

FILE REFERENCE:	F1.4
REPORT DATE:	16 October 2023
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Rachael Waters – CSO – Finance
REVIEWER:	Sam Dolzadelli – Acting Chief Executive Officer
ATTACHMENTS:	9.2.1 Accounts September 2023

PURPOSE OF REPORT:

That the accounts for 1 September 2023 to 30 September 2023, as submitted, be received.

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* were recently updated effective 1 September 2023 to include Regulation 13A, which legislates payments by employees via purchasing cards must be presented to Council and recorded in the minutes. Previously, Council were being presented the credit card payments in the Information Bulletin, however, as this does not form part of the formal Council proceedings and is not minuted, this has been moved into this agenda and following attachment in conjunction with the list of payments.

POLICY REQUIREMENTS:

There are no known policy requirements related to this item.

LEGISLATIVE REQUIREMENTS:

Local Government (Financial Management) Regulations 1996 Regulation 13 & 13A requires the attached report to be presented to Council.

Lists of Accounts

Regulation 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 subregulation (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 subregulation (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:

That Council in accordance with Regulation 13 and 13A of the *Local Government (Financial Management) Regulations* 1996, receives the list of payments, including the payments made by employees via purchasing cards, that have been made under delegated authority totalling \$803,975.40 for the month ended 30 September 2023.

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
EFT25098	06/09/2023	WESTPAC BANKING CORPORATION	WAGES PPE 05.09.23	- 74,283.78
EFT25099	06/09/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	- 26.50
EFT25100	06/09/2023	IOU SOCIAL CLUB	PAYROLL DEDUCTIONS	- 280.00
EFT25101	07/09/2023	LANDGATE		- 117.65
	28/08/2023	LANDGATE	RATES ADMINISTRATION	74.15
	30/08/2023	LANDGATE	RATES ADMINISTRATION	43.50
EFT25102	07/09/2023	NUTRIEN AG SOLUTIONS LTD		- 976.24
	08/08/2023	NUTRIEN AG SOLUTIONS LTD	SUPPLY 1 X NUFA PULSE 5L FOR TOWN SPRAYING	253.54
	14/08/2023	NUTRIEN AG SOLUTIONS LTD	SUPPLY 1 X 25KG AMMONIUM SULPHATE FOR TOWN SPRAYING	31.02
	15/08/2023	NUTRIEN AG SOLUTIONS LTD	SUPPLY 2 X 20L GENF PANZER FOR TOWNSITE SPRAYING	229.68
	23/08/2023	NUTRIEN AG SOLUTIONS LTD	SUPPLY 3 X 20L LLAN MAXIMUM N PACT FOR PARKS & GARDENS	462.00
EFT25103	07/09/2023	OFFICEWORKS BUSINESS DIRECT	STATIONERY ORDER FOR CRC ADMINISTRATION	- 253.32
EFT25104	07/09/2023	WALLIS COMPUTER SOLUTIONS	ANNUAL BILLING 23/24 FY - NETWORK MONITORING	- 660.00
EFT25105	07/09/2023	IXOM OPERATIONS PTY LTD	SUPPLY 2 X CHLORINE CYLINDERS FOR PARKS & GARDENS	- 1,212.20
EFT25106	07/09/2023	BALLIDU TRADING POST	POSTAGE COSTS FOR SHIRE RATES NOTICES	- 97.52
EFT25107	07/09/2023	WESTERN AUSTRALIAN TREASURY CORPORATION	LOAN # 152 PRINCIPAL AND INTEREST REPAYMENT	- 30,537.35
EFT25108	07/09/2023	IT VISION AUSTRALIA PTY LTD	UPDATING OF SYNERGYSOFT MAPPING DATA	- 554.40
EFT25109	07/09/2023	LOCAL GOVERNMENT PROFESSIONALS	VACANCY ADVERTISING - SWIMMING POOL MANAGER	- 165.00
EFT25110	07/09/2023	SHIRE OF WONGAN-BALLIDU	2023-24 RATES PAYMENT FOR SHIRE OWNED PROPERTIES	- 15,586.96
EFT25111	07/09/2023	WONGAN HILLS HARDWARE	WORKS HARDWARE ACCOUNT FOR AUGUST 2023	- 814.71
EFT25112	07/09/2023	WONGAN MAIL SERVICE	POSTAGE COSTS FOR RATES NOTICES	- 1,018.94
EFT25113	07/09/2023	KLEEN WEST DISTRIBUTORS	CLEANING PRODUCTS FOR VARIOUS BUILDINGS	- 385.77
EFT25114	07/09/2023	TKB MECHANICAL	WHEEL ALIGNMENT FOR WB008	- 120.00
EFT25115	07/09/2023	DEPARTMENT OF COMMERCE - BUILDING COMMISSION	BSL RECONCILIATION FOR AUGUST 2023	- 177.14
EFT25116	07/09/2023	GREAT SOUTHERN FUEL SUPPLIES	FUEL SUPPLY FOR AUGUST 2023	- 230.49
EFT25117	07/09/2023	T-QUIP	SUPPLY 1 X BENATI VACUUM MACHINE FOR WORKS	- 2,995.00
EFT25118	07/09/2023	LYNETTE HOOD	LAUNDERING AND IRONING OF 10 TABLECLOTHS FOR EARLY CHILDHOOD CONFERENCE	- 140.00
EFT25119	07/09/2023	TOPP DOGG (PG & JH WALSH)	NNT UNIFORM - ADMIN STAFF	- 212.35
EFT25120	07/09/2023	AC HEALTHCARE PTY LTD	MEDICAL CENTRE PAYMENT FOR SEPTEMBER 2023	- 21,083.33
EFT25121	07/09/2023	TRACTUS AUSTRALIA		- 1,927.00
	01/07/2023	TRACTUS AUSTRALIA	SUPPLY 1 X NEW TYRE FOR MACK TRUCK PTK36	760.00
	03/07/2023	TRACTUS AUSTRALIA	SUPPLY 2 X BATTERIES FOR PTK38	522.00
	17/07/2023	TRACTUS AUSTRALIA	STRIP & FIT LARGE SPLIT RIM FOR LOADER PLDR8	85.00
	31/07/2023	TRACTUS AUSTRALIA	FIT 1 X PASSENGER TYRE FOR PSP4	12.00

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
	31/07/2023	TRACTUS AUSTRALIA	SUPPLY 2 X BATTERIES FOR BALLIDU FIRE TRAILER	548.00
EFT25122	07/09/2023	HAYCOM TECHNOLOGY PTY LTD		- 28,848.60
	30/08/2023	HAYCOM TECHNOLOGY PTY LTD	PURCHASE OF NEW DELL SERVER FOR MEDICAL CENTRE	14,696.00
	30/08/2023	HAYCOM TECHNOLOGY PTY LTD	THE SUPPLY OF NEW LAPTOPS AND EQUIPMENT FOR THE MEDICAL CENTRE	13,338.60
	05/09/2023	HAYCOM TECHNOLOGY PTY LTD	MEDICAL CENTRE - SUPPLY UBIQUITI EDGESWITCH 24-PORT MANAGED NETWORK SWITCH WITH POE. AS PER QUOTATION HT-167027	814.00
EFT25123	07/09/2023	TOLL TRANSPORT PTY LTD	FREIGHT CHARGES EX WONGAN HILLS TO LISWA	- 49.47
EFT25124	07/09/2023	BALLIDU HERITAGE CENTRE	CLEANING AT ALPHA PARK FOR JULY AND AUGUST 2023	- 650.00
EFT25125	07/09/2023	DONNA DONNELLY	GRATUITY PAYMENT	- 40.00
EFT25126	07/09/2023	AMPAC DEBT RECOVERY (WA) PTY LTD	DEBT RECOVERY COSTS FOR AUGUST 2023	- 110.00
EFT25127	07/09/2023	RURAL RANGER SERVICES	RANGER SERVICES FROM 23/08/2023 TO 01/09/2023	- 399.30
EFT25128	07/09/2023	IAN O'LEARY	GRATUITY PAYMENT	- 30.00
EFT25129	07/09/2023	TANYA JOHNS	GRATUITY PAYMENT	- 40.00
EFT25130	14/09/2023	AVON WASTE	DOMESTIC/COMMERCIAL COLLECTION FOR WONGAN HILLS & BALLIDU TOWNSITE	- 15,625.33
EFT25131	14/09/2023	BOEKEMAN NOMINEES PTY LTD		- 273.12
372235	09/08/2023	BOEKEMAN NOMINEES PTY LTD	SUPPLY REAR VIEW MIRROR FOR CASE TRACTOR	103.55
373154	25/08/2023	BOEKEMAN NOMINEES PTY LTD	TRAVEL TO DEPOT, WATER FOUND IN FUEL FILTER FOR CASE TRACTOR, CHANGE FUEL FILTER & SENSOR	169.57
EFT25132	14/09/2023	WONGAN HILLS IGA PLUS LIQUOR		- 708.50
			ADMINISTRATION SUPPLIES	169.76
			DEPOT SUPPLIES	85.06
			COUNCIL SUPPLIES	202.34
			CRC ADMINISTRATION SUPPLIES	184.89
			CRC EVENT SUPPLIES	66.45
EFT25133	14/09/2023	OFFICEWORKS BUSINESS DIRECT	ADMIN STATIONERY ORDER SEPTEMBER 2023	- 533.57
EFT25134	14/09/2023	WESTRAC EQUIPMENT PTY LTD		- 3,761.24
PI8715604	06/09/2023	WESTRAC EQUIPMENT PTY LTD	VISION LINK SUBSCRIPTION CHARGE FOR GRADERS & LOADER	792.00
PI8731015	08/09/2023	WESTRAC EQUIPMENT PTY LTD	SUPPLY VARIOUS PARTS FOR GRADERS	2,969.24
EFT25135	14/09/2023	IXOM OPERATIONS PTY LTD		- 211.42
	31/08/2023	IXOM OPERATIONS PTY LTD	SERVICE FEE - 3 X CHLORINE FOR PARKS AND GARDENS	126.85
	31/08/2023	IXOM OPERATIONS PTY LTD	SERVICE FEE - 2 X CHLORINE FOR SWIMMING POOL	84.57
EFT25136	14/09/2023	WONGAN HILLS TOURISM GROUP INC	OPERATION SUBSIDY - WONGAN HILLS TOURISM GROUP 2023 - 2024	- 17,500.00
EFT25137	14/09/2023	T A MATTHEWS ELECTRICAL SERVICES	REMOVE, SUPPLY AND INSTALL EVAPORATIVE AIR CONDITIONER AT 7 WANDOO CRES WONGAN HILLS	- 3,723.50
EFT25138	14/09/2023	WONGAN HILLS PHARMACY	VACCINES FOR WORKS	- 113.00

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
EFT25139	14/09/2023	LGIS INSURANCE BROKING	REGIONAL RISK CO-ORDINATOR FEE - SECOND INSTALMENT 2023	- 5,285.64
EFT25140	14/09/2023	CADOUX SPORTS COUNCIL INC.		- 8,970.38
	11/09/2023	CADOUX SPORTS COUNCIL INC.	COMMUNITY DEVELOPMENT FUND 2023/2024 - CADOUX HAMMER IN	3,970.38
	11/09/2023	CADOUX SPORTS COUNCIL INC.	COMMUNITY DEVELOPMENT FUND 2023/2024 - CADOUX COMMUNITY WELLNESS EVENT	5,000.00
EFT25141	14/09/2023	WONGAN HILLS HARDWARE		- 2,451.85
	08/08/2023	WONGAN HILLS HARDWARE	STEEL TOOLBOX FOR WB001 INCL FREIGHT CHARGE	1,850.00
	31/08/2023	WONGAN HILLS HARDWARE	WORKS ACCOUNT FOR AUGUST 2023	601.85
EFT25142	14/09/2023	TEAM GLOBAL EXPRESS PTY LTD		- 130.22
	03/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT EX DEPOT TO AIRPORT FOR BACKHOE	39.52
	10/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT EX HERSEYS & PATH WEST	90.70
EFT25143	14/09/2023	PUBLIC TRANSPORT AUTHORITY OF WA	TRANSWA - AUGUST 2023	- 29.90
EFT25144	14/09/2023	TKB MECHANICAL	CARRY OUT AIR CON REPAIRS FOR WB008 FORD TRANSIT	- 331.51
EFT25145	14/09/2023	DUN DIRECT PTY LTD	BULK FUEL FOR AUGUST 2023	- 27,801.70
EFT25146	14/09/2023	TEAM DIGITAL	SUPPLY EPSON INK CARTIDGES FOR CRC	- 920.74
EFT25147	14/09/2023	INTEGRATED ICT - A MARKET CREATIONS COMPANY		- 869.54
	31/08/2023	INTEGRATED ICT - A MARKET CREATIONS COMPANY	MEDICAL CENTRE - OFFICE 365	145.20
	31/08/2023	INTEGRATED ICT - A MARKET CREATIONS COMPANY	AUGUST BILLING - MANAGE BACK UP SERVICES FOR SHIRE ADMINISTRATION	724.34
EFT25148	14/09/2023	MD MAINTENANCE & GLASS	SUPPLY AND FIT SLIDING DOORS WITH LAMINATED GLASS AND FLYSCREEN AND HINGED TUFFMESH FLYDOORS SUBFRAME AND MORTICE HANDLE AT BALLIDU HALL	- 3,674.00
EFT25149	14/09/2023	JOELECTRICS	CHECK AND UPDATE PHASES ON POWER BOARD AT CADOUX REC CENTRE	- 462.00
EFT25150	14/09/2023	TRACTUS AUSTRALIA		- 8,905.00
	21/08/2023	TRACTUS AUSTRALIA	SUPPLY, STRIP, FIT & BALANCE 3 X TYRES FOR HILUX	645.00
	21/08/2023	TRACTUS AUSTRALIA	SUPPLY, STRIP, FIT AND BLANCE 4 X TYRES FOR HILUX	1,336.00
	29/08/2023	TRACTUS AUSTRALIA	SUPPLY, STRIP, FIT & BALANCE 2 X TYRES FOR MACK TRUCK (DISPOSAL OF 1 X TYRE)	1,798.00
	29/08/2023	TRACTUS AUSTRALIA	STRIP, FIT LARGE SPLIT RIM - ROLLER PRO15	70.00
	29/08/2023	TRACTUS AUSTRALIA	STRIP, FIT AND BALANCE 2 X TYRES - FORD TRANSIT WB008	560.00
	29/08/2023	TRACTUS AUSTRALIA	SUPPLY, STRIP AND FIT 2 X TYRES FOR WB026 CASE TRACTOR	2,092.00
	31/08/2023	TRACTUS AUSTRALIA	SUPPLY, STRIP, FIT & BALANCE 4 X TYRES FOR WB037 FUSO PATCHING TRUCK	2,404.00
EFT25151	14/09/2023	HAYCOM TECHNOLOGY PTY LTD	UPS FOR MEDICAL CENTRE	- 973.50
EFT25152	14/09/2023	HERSEY'S SAFETY PTY LTD	SUPPLY PPE FOR PATCHING TRUCK	- 462.00
EFT25153	14/09/2023	COUNCIL FIRST	AZURE LICENCE FOR AUGUST 2023	- 877.92

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
EFT25154	14/09/2023	SEEK LIMITED		- 704.00
	05/09/2023	SEEK LIMITED	CSO-A JOB ADVERTISED ON SEEK 05.09.2023	401.50
	06/09/2023	SEEK LIMITED	SWIMMING POOL MANAGER ADVERTISED ON SEEK 06.09.2023	302.50
EFT25155	14/09/2023	BW JAMES TRANSPORT PTY LTD	DELIVERY OF 2 X CHLORINE BOTTLES FOR OVALS	- 147.95
EFT25156	14/09/2023	TAYLOR BURRELL BARNETT		- 7,095.00
	31/08/2023	TAYLOR BURRELL BARNETT	PS36 - PLANNING ADVICE (CBH APPLICATION)	577.50
	31/08/2023	TAYLOR BURRELL BARNETT	SAT MEDIATION - LOT 167 DANUBIN ST WONGAN HILLS	6,517.50
EFT25157	14/09/2023	THE TRUSTEE FOR THE BOWES & CO MACHINERY UNIT TRUST	SUPPLY 1 X NEW GRADEROLL MONO RUBBER TYRE ROLLER (FREIGHT INCL \$1265)	- 74,189.50
EFT25158	14/09/2023	KENNEDYS (AUSTRALASIA) PARTNERSHIP	KENNEDYS EPA INVESTIGATION FEES FOR DAMBORING PIT	- 4,010.60
EFT25159	20/09/2023	AUSTRALIAN SERVICES UNION	PAYROLL DEDUCTIONS	- 26.50
EFT25160	20/09/2023	IOU SOCIAL CLUB	PAYROLL DEDUCTIONS	- 280.00
EFT25161	20/09/2023	WESTPAC BANKING CORPORATION	PPE WAGES 19.09.2023	- 73,734.76
EFT25162	21/09/2023	CJD EQUIPMENT PTY LTD		- 1,027.52
	12/09/2023	CJD EQUIPMENT PTY LTD	SUPPLY HOSE ASSEMBLY, O RING, GASKET & OIL FOR LOADER PLDR8	629.02
	12/09/2023	CJD EQUIPMENT PTY LTD	SUPPLY 500 HR SERVICE KIT FOR LOADER PLDR6	308.19
	15/09/2023	CJD EQUIPMENT PTY LTD	SUPPLY FILLER CAP & GASKET FOR LOADER PLDR8	90.31
EFT25163	21/09/2023	MCINTOSH & SON	SUPPLY 2 XSPRAY PARTS FOR PARKS & GARDENS	- 32.01
EFT25164	21/09/2023	STAR TRACK EXPRESS PTY LTD	FREIGHT EX T QUIP	- 440.72
EFT25165	21/09/2023	WATER CORPORATION	SEWERAGE CHARGE FOR WH OLD TENNIS CLUB FACILITY	- 72.68
EFT25166	21/09/2023	WESTRAC EQUIPMENT PTY LTD		- 229.49
	12/09/2023	WESTRAC EQUIPMENT PTY LTD	SUPPLY 1 X HOSE FOR CAT ROLLER	214.24
	18/09/2023	WESTRAC EQUIPMENT PTY LTD	SUPPLY 1 X SEAL FOR CAT ROLLER	15.25
EFT25167	21/09/2023	WCS CONCRETE	SUPPLY AND LAY FOOTPATH - MITCHELL ST, MOORE ST & JOHNSTON ST	- 3,121.80
EFT25168	21/09/2023	AUSTRALIAN TAXATION OFFICE	BAS AUGUST 2023	- 14,105.00
EFT25169	21/09/2023	T A MATTHEWS ELECTRICAL SERVICES		- 1,783.07
	19/09/2023	T A MATTHEWS ELECTRICAL SERVICES	CHECK, FIX, REPAIR/REPLACE LIGHT FIXTURES IN LAUNDRY AND TOILET 3/20 STICKLAND ST, WONGAN HILLS	205.25
	19/09/2023	T A MATTHEWS ELECTRICAL SERVICES	CRC - CHANGE OUT EMERGENCY SPITFIRE LED LIGHTS AND REPLACE ONE FAULTY EXIT LIGHT., FREIGHT CHARGE	1,154.78
	20/09/2023	T A MATTHEWS ELECTRICAL SERVICES	ELECTRICAL WORK, ISOLATE AND REMOVE LIGHTS FOR CEILING REPLACEMENT AT MEN CHANGEROOM WONGAN HILLS SPORTS PAVILION	423.04
EFT25170	21/09/2023	SYNERGY	STREET LIGHTING WONGAN HILLS BILLING PERIOD 25/7/23 TO 24/8/23	- 3,894.34
EFT25171	21/09/2023	SHIRE OF MOORA	SANITATION TRAVEL & DISPOSAL - GST INCLUDED	- 1,658.50

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
EFT25172	21/09/2023	WONGAN HILLS & DISTRICTS MUSEUM & HISTORICAL SOCIETY	GARDENING MAINTENANCE CONTRACT (CORNER OF CAMM & MITCHELL ST)	- 2,900.00
EFT25173	21/09/2023	TEAM GLOBAL EXPRESS PTY LTD		- 522.52
	17/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT EX RBC (TONERS FOR CRC)	45.25
	17/09/2023	TEAM GLOBAL EXPRESS PTY LTD	FREIGHT EX PATH WEST, WESTRAC, MARTIN TRAILER PARTS, CJD EQUIPMENT & MAXIPARTS	477.27
EFT25174	21/09/2023	KLEEN WEST DISTRIBUTORS	HAND TOWELS FOR RAILWAY TOILETS, BALLIDU HALL & ADMINISTRATION	- 417.01
EFT25175	21/09/2023	TKB MECHANICAL	SUPPLY AND FIT WINDSCREEN FOR WB030 (INSURANCE CLAIM J0902)	- 700.00
EFT25176	21/09/2023	BEST PRACTICE SOFTWARE PTY LTD	BEST PRACTICES SOFTWARE FOR WONGAN HILLS MEDICAL CENTRE	- 2,972.07
EFT25177	21/09/2023	T-QUIP	PERUZO FLAITS AS PER QUOTE 22671#31	- 2,817.65
EFT25178	21/09/2023	FORRESTFIELD MOWER AND CHAINSAW CENTRE	MOWER BLADES TO SUIT HUQVARNA , Z242E	- 195.00
EFT25179	21/09/2023	SAFE AVON VALLEY INC.	6 X CAT IMPOUNDING FOR AUGUST 2023 @ \$75.00 EACH	- 450.00
EFT25180	21/09/2023	MARTIN'S TRAILER PARTS	A1001M HD JOCKEY WHEEL FOR DATA SIGN TRAILER	- 542.43
EFT25181	21/09/2023	WONGAN HILLS SQUARE DANCE CLUB	REIMBURSEMENT OF CIVIC CENTRE BOND	- 155.00
EFT25182	21/09/2023	DEPT OF PLANNING, LANDS & HERITAGE	LEASE AGREEMENT FOR SEPTEMBER 2023	- 45.84
EFT25183	21/09/2023	BALLIDU HERITAGE CENTRE	REIMBURSEMENT OF PA SYSTEM BOND - BACK TO BALLIDU EVENT	- 127.00
EFT25184	21/09/2023	COUNCIL FIRST		- 45,873.66
	14/09/2023	COUNCIL FIRST	SUBSCRIPTION OCTOBER TO DECEMBER	21,486.66
	15/09/2023	COUNCIL FIRST	REVIEW AND UPDATE THE SHIRE'S RECORDKEEPING PLAN - AUGUST BILLING	5,040.75
	15/09/2023	COUNCIL FIRST	PROFESSIONAL SERVICES - SUPPORT FOR AUGUST 2023	10,469.25
	15/09/2023	COUNCIL FIRST	PROFESSIONAL SERVICES - PROJECT FOR AUGUST 2023	6,979.50
	18/09/2023	COUNCIL FIRST	MS OFFICE 365/CRMS LICENCES FOR OCTOBER 2023	1,897.50
EFT25185	21/09/2023	MORTLOCK ELECTRICAL PTY LTD		- 5,566.00
	17/09/2023	MORTLOCK ELECTRICAL PTY LTD	SUPPLY AND INSTALL SPLIT SYSTEM IN LIVING AREA OF 7 WANDOO CRES, WONGAN HILLS	3,025.00
	17/09/2023	MORTLOCK ELECTRICAL PTY LTD	SERVICING OF SOLAR PANELS FOR 30 WANDOO CRES, ADMIN BUILDING, DEPOT, MEDICAL CENTRE, REC CENTRE, S/POOL & CRC	2,541.00
EFT25186	21/09/2023	MAXIPARTS OPERATIONS PTY LTD		- 4,453.30
	11/09/2023	MAXIPARTS OPERATIONS PTY LTD	SUPPLY WABCO TWIN CYCLINDER COMPRESSOR, O RING & KIT FILTER FOR MACK TRUCK PTK33	3,123.98
	14/09/2023	MAXIPARTS OPERATIONS PTY LTD	SUPPLY 1 X GEAR MP8 FOR MACK TRUCK PTK33	1,026.72
	15/09/2023	MAXIPARTS OPERATIONS PTY LTD	SUPPLY 1 X DIPSTICK MP8 FOR MACK TRUCK PTK33, FREIGHT CHARGE	302.60

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
EFT25187	21/09/2023	SEEK LIMITED		- 781.00
	13/09/2023	SEEK LIMITED	STUDENT ENGAGEMENT AND SUPPORT OFFICER JOB ADVERT 13.09.2023	379.50
	14/09/2023	SEEK LIMITED	CLEANER X 2 ADVERT SEEK ON 14.09.2023	401.50
EFT25188	21/09/2023	RURAL INFRASTRUCTURE SERVICES	CONSULTANCY SERVICES	- 1,118.11
EFT25189	21/09/2023	RURAL RANGER SERVICES	RANGER SERVICES FROM 07/09/23 TO 15/09/23	- 1,429.78
EFT25190	21/09/2023	BW JAMES TRANSPORT PTY LTD		- 149.05
	15/09/2023	BW JAMES TRANSPORT PTY LTD	FREIGHT EX SIGMA CHEMICALS 1 X PALLET FOR S/POOL	64.90
	15/09/2023	BW JAMES TRANSPORT PTY LTD	DELIVERY 2 X CHLORINE GAS CYLINDERS VIA IXOM	84.15
EFT25191	21/09/2023	INNOVATIVE PRINT AND DESIGN PTY LTD	ENVELOPES - DL NO WINDOW, C4 NO WINDOW, C5 NO WINDOW	- 1,570.10
EFT25192	21/09/2023	TOODYAY PLASTERING	REMOVE, REPLACE CEILING IN MIDDLE CHANGEROOM AT WH SPORTS PAVILION.	- 18,900.00
EFT25193	21/09/2023	DANNIELLE REED	REIMBURSEMENT OF PA SYSTEM BOND - HIRE DATE 16/9/23	- 130.00
EFT25194	28/09/2023	MOORE AUSTRALIA (WA) PTY LTD	MOORE - NUTS & BOLTS WORKSHOP 24TH NOVEMBER 2023 - 1X ADMIN STAFF	- 1,155.00
EFT25195	28/09/2023	WALLIS COMPUTER SOLUTIONS	DOMAIN NAME RENEWALS - CRC	- 176.00
EFT25196	28/09/2023	WATER CORPORATION		- 12,215.33
	11/09/2023	WATER CORPORATION	CONSUMPTION FOR RESERVE AT KONDUIT WEST ROAD GRASS V BALLIDU	1,025.23
	13/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 49 QUINLAN STREET WONGAN HILLS	321.23
	13/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 8 ELLIS ST WONGAN HILLS	372.01
	13/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 14 ELLIS ST WONGAN HILLS	266.55
	13/09/2023	WATER CORPORATION	CONSUMPTION & SEWERAGE CHARGE 42 MITCHELL ST WONGAN HILLS	260.69
	13/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 16 MOORE ST WONGAN HILLS	295.84
	13/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR STANDPIPE AT PODMORE ROAD KOORDA-BUNTINE	157.62
	13/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR STANDPIPE AT DAVIES ROAD KOORDA-BUNTINE	751.15
	14/09/2023	WATER CORPORATION	CONSUMPTION FOR ALPHA TOILETS	215.03
	14/09/2023	WATER CORPORATION	CONSUMPTION & SEWERAGE CHARGE FOR COMMUNITY GARDEN WONGAN HILLS	128.56
	14/09/2023	WATER CORPORATION	CONSUMPTIO, SEWERAGE & FIRE CHARGE FOR CRC BUILDING UTILITIES	774.17

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
	14/09/2023	WATER CORPORATION	CONSUMPTION & SERVICE CHARGE FOR STANDPIPE AT BALLIDU SOUTH EAST ROAD	776.72
	14/09/2023	WATER CORPORATION	CONSUMPTION FOR BUNYIP PARK	5.73
	14/09/2023	WATER CORPORATION	FIRE SERVICE FOR BALLIDU HALL	50.05
	14/09/2023	WATER CORPORATION	SERVICE CHARGE FOR HOUSE AT 151 NINAN ST WONGAN HILLS	47.10
	14/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & FIRE CHARGE FOR DEPOT OFFICE	506.91
	14/09/2023	WATER CORPORATION	SEWERAGE CHARGE FOR OLD TENNIS CLUB FACILITIES WONGAN HILLS	117.09
	14/09/2023	WATER CORPORATION	FIRE SERVICE CHARGE FOR CRC BUILDING	50.05
	15/09/2023	WATER CORPORATION	CONSUMPTION & SEWERAGE CHARGE FOR WONGAN HILLS COMMUNITY PARK	238.92
	15/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR PARK AT FENTON ST WONGAN HILLS	329.71
	15/09/2023	WATER CORPORATION	CONSUMPTION & SEWERAGE CHARGE FOR CIVIC CENTRE	620.86
	15/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR UNIT 1/20 STICKLAND ST WONGAN HILLS	807.45
	15/09/2023	WATER CORPORATION	SERVICE CHARGE FOR WONGAN HILLS AIRPORT	50.05
	15/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR WONGAN HILLS CEMETERY	134.75
	15/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 2A PATTERSON ST WONGAN HILLS	276.31
	15/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR 2B PATTERSON ST WONGAN HILLS	260.69
	15/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR 27A QUINLAN ST WONGAN HILLS	260.69
	15/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR 27C QUINLAN ST WONGAN HILLS	260.69
	15/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR 27D QUINLAN ST WONGAN HILLS	260.69
	15/09/2023	WATER CORPORATION	CONSUMPTION & SERVICE CHARGE FOR ADD SERVICE UNIT A-D 27 QUINLAN ST	210.99
	15/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR UNIT A/31 QUINLAN ST WONGAN HILLS	260.69
	15/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR UB/31 QUINLAN ST WONGAN HILLS	278.27
	18/09/2023	WATER CORPORATION	SEWERAGE CHARGE FOR WONGAN HILLS CUBBY HOUSE AT 3 STICKLAND ST	161.51
	18/09/2023	WATER CORPORATION	SEWERAGE CHARGE FOR ELIZABETH TELFER CENTRE 5 JOHNSTON ST	94.89
	18/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 11 WANDOO CRESCENT WONGAN HILLS	278.27

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
	18/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 7 WANDOO CRESCENT WONGAN HILLS	313.42
	18/09/2023	WATER CORPORATION	CONSUMPTION, SERVICE & SEWERAGE CHARGE FOR 30 WANDOO CRESCENT WONGAN HILLS	313.42
	18/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR CADOUX KINDERGARDEN	11.47
	18/09/2023	WATER CORPORATION	CONSUMPTION CHARGE FOR KING ST CADOUX	20.07
	19/09/2023	WATER CORPORATION	CONSUMPTION & SEWERAGE CHARGE FOR SHIRE ADMINISTRATION OFFICE	76.28
	19/09/2023	WATER CORPORATION	SERVICE & SEWERAGE CHARGE FOR 27B QUINLAN ST WONGAN HILLS	260.69
	19/09/2023	WATER CORPORATION	SERVICE CHARGE FOR CADOUX STANDPIPE	312.82
EFT25197	28/09/2023	BORAL CONSTRUCTION MATERIALS GROUP LIMITED	BITUMEN EMULSION	- 3,388.00
EFT25198	28/09/2023	FINISHING WA	MINUTE BINDING - 2022	- 301.40
EFT25199	28/09/2023	COAD COMMUNICATIONS	VASCAVATION AT RAILWAY TOILETS	- 550.00
EFT25200	28/09/2023	SYNERGY	CONSUMPTION CHARGE FOR CIVIC CENTRE	- 10,408.01
	11/09/2023	SYNERGY	CONSUMPTION & SERVICE CHARGE FOR DEPOT OFFICE	533.06
	11/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR RAILWAYS	295.30
	11/09/2023	SYNERGY	SUPPLY CHARGE FOR 151 NINAN ST WONGAN HILLS	64.08
	11/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR 30 WANDOO CRESCENT WONGAN HILLS	532.09
	12/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS TOWN CENTRE GARDENS	162.51
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR CRC BUILDING	119.86
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR COMMUNITY GARDEN UTILITIES	163.30
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS AIRPORT	133.10
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS SWIMMING POOL	480.43
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS RECREATION COMPLEX	1,547.79
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR CRC BUILDING	995.38
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS MUSEUM	201.98
	13/09/2023	SYNERGY	CONSUMPTION& SUPPLY CHARGE FOR MEDICAL CENTRE	641.96
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR WONGAN HILLS OLD TENNIS CLUB FACILITIES	126.79

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR U2/20 STICKLAND ST WONGAN HILLS	57.40
	13/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR ALPHA TOILETS BALLIDU	160.59
	14/09/2023	SYNERGY	SUPPLY CHARGE FOR QUINLAN ST GARDENS	62.96
	14/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR TV RETRANSMISSION TOWER	1,017.70
	14/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR COMMUNITY PARK	708.39
	14/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR SHIRE ADMINISTRATION OFFICE	1,076.31
	14/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR CIVIC CENTRE	1,195.68
	15/09/2023	SYNERGY	CONSUMPTION & SUPPLY CHARGE FOR 14 ELLIS ST WONGAN HILLS	131.35
EFT25201	28/09/2023	CADOUX SPORTS COUNCIL INC.	TABLE HIRE BOND REFUND - CADOUX FUNDRAISER	- 50.00
EFT25202	28/09/2023	RBC RURAL		- 4,500.78
	20/09/2023	RBC RURAL	METERPLAN CHARGE FOR SHIRE ADMIN PHOTOCOPIER	932.46
	20/09/2023	RBC RURAL	METER PLAN CHARGE FOR CRC PHOTOCOPIER	3,568.32
EFT25203	28/09/2023	WONGAN HILLS HOTEL	COUNCIL DINNER/REFRESHMENTS 24/8/2023	- 348.78
EFT25204	28/09/2023	TEAM DIGITAL	SUPPLY EPSON INK TONERS FOR CRC	- 1,415.06
EFT25205	28/09/2023	JAIME HANSON	GRATUITY PAYMENT	- 175.00
EFT25206	28/09/2023	NEWINS FAMILY TRUST	MANAGEMENT OF WONGAN TIP SITE FOR SEPTEMBER 2023	- 7,791.63
EFT25207	28/09/2023	QUREMED PTY LTD	SWIMMING POOL - OXY SOCK SERVICE 2023-2024	- 262.34
EFT25208	28/09/2023	RICOH FINANCE	CRC & ADMIN PHOTOCOPIER LEASE FROM 23/10/23 TO 22/11/23	- 649.17
EFT25209	28/09/2023	FRONTLINE FIRE & RESCUE EQUIPMENT	FLIR K2 THERMAL IMAGING CAMERA FOR NEW FIRE TRUCK	- 3,828.00
EFT25210	28/09/2023	DAVID MCFARLANE	REFUND FOR THE OVERPAYMENT OF DEBTOR INVOICE 13588	- 5,454.00
EFT25211	28/09/2023	TRANSPORT ENGINEERING SOLUTIONS	MB4 PNEUMAX COIL 12V FOR MACK TRUCK PTK35	- 121.12
EFT25212	28/09/2023	ENVIROCLEAN (WA)	MONTHLY HIRE FOR OCTOBER 2023	- 214.50
EFT25213	28/09/2023	KALFARMS	GRAVEL USAGE AUGUST - 2664 LOADS @ 1.50	- 4,999.50
DD12162.1	05/09/2023	AWARE SUPER ACCUMULATION	PAYROLL DEDUCTIONS	- 12,073.76
DD12162.2	05/09/2023	MERCER SUPER	SUPERANNUATION CONTRIBUTIONS	- 225.85
DD12162.3	05/09/2023	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	- 311.85
DD12162.4	05/09/2023	SPIRIT SUPER	PAYROLL DEDUCTIONS	- 151.12
DD12162.5	05/09/2023	UNI SUPER	PAYROLL DEDUCTIONS	- 228.93
DD12162.6	05/09/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	- 423.99
DD12162.7	05/09/2023	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	- 74.56
DD12162.8	05/09/2023	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	- 281.59
DD12162.9	05/09/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	- 1,540.80
DD12171.1	01/09/2023	WESTNET PTY LTD	INTERNET USAGE FOR SEPTEMBER 2023	- 609.90
DD12179.1	19/09/2023	AWARE SUPER ACCUMULATION	PAYROLL DEDUCTIONS	- 12,427.67
DD12179.2	19/09/2023	MERCER SUPER	SUPERANNUATION CONTRIBUTIONS	- 229.74

LIST OF ACCOUNTS DUE & SUBMITTED TO COUNCIL 1ST SEPTEMBER 2023 TO 30TH SEPTEMBER 2023

Chq/EFT	Date	Name	Description	Amount
DD12179.3	19/09/2023	COMMONWEALTH ESSENTIAL SUPER	SUPERANNUATION CONTRIBUTIONS	- 311.85
DD12179.4	19/09/2023	AUSTRALIAN RETIREMENT TRUST	PAYROLL DEDUCTIONS	- 422.27
DD12179.5	19/09/2023	COLONIAL FIRST STATE FIRSTCHOICE PERSONAL SUPER	SUPERANNUATION CONTRIBUTIONS	- 340.66
DD12179.6	19/09/2023	PRIME SUPER	SUPERANNUATION CONTRIBUTIONS	- 1,511.56
DD12179.7	19/09/2023	REST SUPERANNUATION	SUPERANNUATION CONTRIBUTIONS	- 76.86
DD12179.8	19/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	- 967.89
DD12179.9	19/09/2023	AIA AUSTRALIA PTY LTD	SUPERANNUATION CONTRIBUTIONS	- 637.48
DD12184.1	12/09/2023	TELSTRA CORPORATION LIMITED	ADMINISTRATION PHONE ACCOUNT FOR AUGUST 2023	- 2,198.46
DD12186.1	13/09/2023	SHERIFF'S OFFICE	LODGMET FEE FOR REGISTERING 1 UNPAID INFRINGEMENT	- 250.50
DD12190.1	25/09/2023	TELETRAC NAVMAN	MONTHLY SATELLITE SERVICE BILLING	- 2,478.08
DD12195.1	30/09/2023	DEPARTMENT OF TRANSPORT	DOT PAYMENTS FOR SEPTEMBER 2023	- 135,323.70
DD12196.1		CREDIT CARD HOLDER - CEO		- 1,938.86
	31/07/2023	ADOBE CREATIVE CLOUD	CRC SUBSCRIPTIONS	247.14
	25/08/2023	EXPRESS ONLINE TRAINING	ONLINE WHITE CARD TRAINING - 1 X WORKS STAFF	167.16
	10/08/2023	NESPRESSO	170 X NESPRESSO COFFEE PODS - ASSORTED VARIETIES	138.00
	10/08/2023	BOOKTOPIA	CITIZENSHIP CEREMONY GIFT	29.74
	15/08/2023	LG PROFESSIONALS	CEO MEMBERSHIP FROM 01/7/23 TO 30/06/23	531.00
	22/08/2023	ADOBE PRO	1 X YEAR SUBSCRIPTIONS FOR CEO E-SIGNING	347.82
	25/08/2023	CROWN PROMENADE PERTH	ACCOMODATION AND MEALS FOR MWS & WS FOR THE SUPPLIER SHOWCASE PROGRAM	478.00
		CREDIT CARD HOLDER - DCEO		- 79.99
	26/08/2023	ADOBE CREATIVE CLOUD	CRC SUBSCRIPTIONS	79.99
		CREDIT CARD HOLDER - MRS		- 1,093.87
	19/08/2023	BUNNINGS	14 ELLIS STREET - BATHROOM SUPPLIES	803.32
	29/07/2023	SAFETY CULTURE	SAFETY CULTURE IAUDITOR ANNUAL PLAN FROM 29/7/23 TO 29/7/24	250.80
	08/08/2023	KITCHEN WAREHOUSE	PURCHASE OF 3 X AVANTI PRECISION OVEN THERMOMETERS FOR CIVIC CENTRE	39.75
		DIRECT DEBIT DATED 22/09/2023		- 3,112.72
DD12162.10	05/09/2023	AUSTRALIAN SUPER	SUPERANNUATION CONTRIBUTIONS	- 970.24
DD12162.11	05/09/2023	AIA AUSTRALIA PTY LTD	SUPERANNUATION CONTRIBUTIONS	- 578.76
DD12162.12	05/09/2023	AMP SUPERANNUATION LTD.	SUPERANNUATION CONTRIBUTIONS	- 344.96
DD12162.13	05/09/2023	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	- 66.07
DD12162.14	05/09/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	- 201.69
DD12179.10	19/09/2023	AMP SUPERANNUATION LTD.	SUPERANNUATION CONTRIBUTIONS	- 339.91
DD12179.11	19/09/2023	HOSTPLUS SUPERANNUATION FUND	SUPERANNUATION CONTRIBUTIONS	- 66.07
DD12179.12	19/09/2023	AUSTRALIAN SUPER PTY LTD	SUPERANNUATION CONTRIBUTIONS	- 204.73

MUNICIPAL ACCOUNT	\$803,975.40
TRUST ACCOUNT	\$ -
TOTAL	\$803,975.40
RECOVERABLE	\$ 700.00
PART RECOVERABLE	

9.2.2 FINANCIAL REPORTS FOR SEPTEMBER 2023

FILE REFERENCE:	F1.4
REPORT DATE:	16 October 2023
APPLICANT/PROPONENT:	N/A
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Sam Dolzadelli - Acting Chief Executive Officer
ATTACHMENTS:	9.2.2 Financial Reports 9.2.3 Financial Health Check

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 30 September 2023. The Capital Works report has been incorporated into this. A monthly financial health check has been appended to the report to give an overview of how the Shire is tracking against some key financial indicators.

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 is 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 2023/24 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 1031 Materiality, the level to be used in statements of financial activity in 2023/24 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 30 September 2023 are attached to the Council Agenda.

COMMENT:

This report presents the Statement of Financial Activity by nature or type for the period ended 30 September 2023.

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 – September 2023
Opening Surplus	2,713,397	2,713,397	2,744,736
Cash Operating Revenue	4,818,635	4,076,550	4,084,203
Profit on asset disposals	15,280	0	0
Cash Operating Expenditure	(5,365,706)	(1,599,902)	(1,534,686)
Depreciation	(3,656,297)	(914,022)	0
Loss on asset disposals	(35,273)	0	0
Capital Expenditure	(8,881,056)	(1,570,157)	(501,448)
Capital Income	5,114,395	200,000	116,520
Financing Activities	1,600,335	(23,469)	(63,457)
Non-cash items (excluded)	3,676,290	914,022	0
Closing Surplus/(Deficit)	0	3,796,419	4,845,868

Rates

Rates notices were issued with an effective issuance date of 7 August 2023. As at 30 September 2023, the Shire had receipted \$2,718,969 in rates, ESL and rubbish charges. Due date for payment in full, or first instalment was 11 September 2023. As at 30 September 2023, the gross amount of rates, ESL and rubbish charges outstanding (including arrears, legal charges and interest) is **\$800,046** and of this amount \$37,346 is made up of deferred pensioner rates. Total outstanding equates to 22.82% of the brought forward arrears and current year billing. Final notices were issued on 18 September, giving ratepayers 14 days to pay any amount outstanding if they were not paying by instalments. Further debt recovery progress will be provided in the next monthly financial report.

Capital Works

As at 30 September 2023 the Shire has incurred \$501,447 in actual expenditure on capital works projects against a current budget of \$8,920,501 representing 5.6% of the budgeted works.

Depreciation

Depreciation for the 2023/24 financial year has not yet been processed as the Shire is awaiting the final audit of the Annual Financial Report to be undertaken. As depreciation is a non-cash item, it does not impact the Shire's surplus position.

Other

Attention is drawn to the actual opening surplus figure for 1 July 2023 of \$2,744,736 against the budgeted opening surplus of \$2,713,397. This is an increase in the budgeted opening surplus of \$31,339. Whilst management is confident in the accuracy of the actual opening surplus, this is still to be audited and as such no additional brought forward surplus will be allocated until the budget review.

VOTING REQUIREMENTS: Simple Majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

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 30 September 2023, as presented as attachment 1 to this report.
2. Notes the unrestricted municipal surplus of \$4,845,868 for the month ended 30 September 2023.
3. Receives the Monthly Financial Health Check as presented as attachment 2 to this report.



SHIRE OF WONGAN-BALLIDU

MONTHLY FINANCIAL REPORT

30/09/2023

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
- 09) Investments
- 10) Bank Reconciliation
- 11) Rates & Sundry Debtors Outstanding

SHIRE OF WONGAN-BALLIDU STATEMENT OF FINANCIAL ACTIVITY BY NATURE FOR 30 SEPTEMBER 2023						
	Adopted Budget 2023- 2024	Current Budget 2023-2024	YTD Budget	YTD Actual	Variance Over or Under	10%
Opening Funding Surplus/(Deficit)	2,713,397	2,713,397	2,713,397	2,744,736		
INCOME						
Rates	3,391,941	3,391,941	3,391,941	3,399,397	(0.2%)	✓
Operating grants, subsidies and contributions	491,067	491,067	299,009	312,426	(4.5%)	✓
Fees and charges	684,397	684,397	323,715	284,062	12.2%	x
Other Revenue	108,050	108,050	26,994	29,252	(8.4%)	✓
Interest	143,180	143,180	34,891	59,066	(69.3%)	x
Profit on Asset Disposals	15,280	15,280	0	0	0.0%	✓
a: TOTAL INCOME	4,833,915	4,833,915	4,076,550	4,084,203		
OPERATING EXPENSES						
Employee Costs	(2,716,739)	(2,716,739)	(699,632)	(621,204)	11.2%	x
Materials & Contracts	(1,530,009)	(1,530,009)	(529,064)	(564,345)	(6.7%)	✓
Utilities (Gas, Electricity) etc.	(394,853)	(394,853)	(98,529)	(71,483)	27.4%	x
Interest	(43,600)	(43,600)	(8,950)	(8,745)	2.3%	✓
Insurance	(290,861)	(290,861)	(145,406)	(146,239)	(0.6%)	✓
Other General	(389,644)	(389,644)	(118,321)	(122,670)	(3.7%)	✓
Loss on Asset Disposals	(35,273)	(35,273)	0	0	0.0%	✓
Depreciation	(3,656,297)	(3,656,297)	(914,022)	0	100.0%	x
b: TOTAL OPERATING EXPENSES	(9,057,276)	(9,057,276)	(2,513,924)	(1,534,686)		
Operating activities excluded from budget						
Add back Depreciation	3,656,297	3,656,297	914,022	0		
Adjust (Profit)/Loss on Asset Disposal	19,993	19,993	0	0		
	3,676,290	3,676,290	914,022	-		
Amount attributable to operating activities	(547,071)	(547,071)	2,476,648	2,549,517		
INVESTING ACTIVITIES						
Non-Operating grants, subsidies and contributions	4,866,395	4,892,692	200,000	116,520	41.7%	x
Proceeds from disposal of motor vehicles and P&E	248,000	248,000	0	0	0.0%	✓
TOTAL CAPITAL INCOME	5,114,395	5,140,692	200,000	116,520		
Capex - Land & Buildings	(1,923,572)	(1,923,572)	(133,359)	(41,420)	68.9%	x
Capex - Furniture & Equipment	(96,060)	(96,060)	(44,012)	(26,526)	39.7%	x
Capex - Intangible Assets	(100,000)	(100,000)	(24,999)	(6,345)	74.6%	x
Capex - Motor Vehicles	(156,000)	(156,000)	-	0	0.0%	✓
Capex - Plant	(1,090,546)	(1,090,546)	(38,748)	(70,568)	(82.1%)	x
Capex - Infrastructure - Roads	(5,058,724)	(5,098,169)	(1,215,012)	(356,589)	70.7%	x
Capex - Infrastructure - Footpaths	(174,665)	(174,665)	(43,662)	0	100.0%	x
Capex - Infrastructure - Other	(281,489)	(281,489)	(70,365)	0	100.0%	x
TOTAL CAPITAL EXPENDITURE	(8,881,056)	(8,920,501)	(1,570,157)	(501,448)		
Amount attributable to investing activities	(3,766,661)	(3,779,809)	(1,370,157)	(384,928)		
FINANCING ACTIVITIES						
Transfer from reserves	1,840,346	1,840,346	0	0	0.0%	✓
Transfer to reserves	(893,129)	(879,981)	(21,249)	(39,895)	(87.8%)	x
Lease liabilities principal repayments	(8,882)	(8,882)	(2,220)	(1,770)	20.3%	x
Proceeds on new borrowings	750,000	750,000	0	0	0.0%	✓
Loan principal repayment	(106,400)	(106,400)	0	(21,792)	0.0%	✓
SSL Principal Reimbursements	18,400	18,400	0	0	0.0%	✓
Amount attributable to financing activities	1,600,335	1,613,483	(23,469)	(63,457)		
CLOSING SURPLUS / (DEFICIT)	0	0	3,796,419	4,845,868		
** This sheet illustrates the variance analysis. For variance explanation refer to applicable note.			Key	Within budget tolerance of 10%	✓	
				Over budget tolerance of 10%	x	
				Under budget tolerance of 10%	⚠	

SHIRE OF WONGAN-BALLIDU
STATEMENT OF FINANCIAL POSITION
30/09/2023

	30 September 2023	2023 (unaudited)
CURRENT ASSETS		
Cash and cash equivalents	9,482,382	7,135,082
Trade and other receivables	780,516	978,387
Other financial assets	18,400	18,400
Inventories	33,052	34,072
Other assets	87,588	87,588
TOTAL CURRENT ASSETS	10,401,938	8,253,529
NON-CURRENT ASSETS		
Trade and other receivables	37,346	37,346
Other financial assets	291,802	291,802
Inventories	15,236	15,236
Property, plant and equipment	33,424,913	33,280,054
Infrastructure	222,861,624	222,505,035
Intangible assets	215,531	215,531
Right-of-use assets	26,280	26,280
TOTAL NON-CURRENT ASSETS	256,872,732	256,371,284
TOTAL ASSETS	267,274,670	264,624,813
CURRENT LIABILITIES		
Trade and other payables	343,318	543,266
Other liabilities	998,457	783,471
Lease liabilities	4,967	6,738
Borrowings	84,193	105,986
Employee related provisions	401,389	409,043
TOTAL CURRENT LIABILITIES	1,832,324	1,848,504
NON-CURRENT LIABILITIES		
Lease liabilities	18,840	18,840
Borrowings	1,808,674	1,808,674
Employee related provisions	56,384	56,384
TOTAL NON-CURRENT LIABILITIES	1,883,898	1,883,898
TOTAL LIABILITIES	3,716,222	3,732,402
NET ASSETS	263,558,448	260,892,411
EQUITY		
Retained surplus	70,168,010	67,541,867
Reserve accounts	3,836,349	3,796,455
Revaluation surplus	189,554,089	189,554,089
TOTAL EQUITY	263,558,448	260,892,411

Shire of Wongan-Ballidu Variance Report 30 September 2023				
<p>The Local Government (Financial Management) Regulations 1996 require that financial statements are presented monthly to council. Council has adopted 10% 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				
✓	7,456	Within Threshold	Rates	Within Council variance reporting threshold.
✓	13,417	Within Threshold	Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✗	(39,653)	Timing	Fees and charges	Unfavourable - Timing variance for various fees and charges (standpipe charges are the main variance).
✓	2,258	Within Threshold	Other Revenue	Within Council variance reporting threshold.
✗	24,175	Timing	Interest	Favourable - Interest earned is higher than estimated.
✓	0	Within Threshold	Profit on Asset Disposals	Within Council variance reporting threshold.
Operating Expenditure				
✗	78,428	Timing	Employee Costs	Favourable - Timing variance.
✓	(35,281)	Within Threshold	Materials & Contracts	Within Council variance reporting threshold.
✗	27,046	Timing	Utilities (Gas, Electricity) etc.	Favourable - Timing of utility payments are not always precise to the monthly budget allocations.
✓	205	Within Threshold	Interest	Within Council variance reporting threshold.
✓	(833)	Within Threshold	Insurance	Within Council variance reporting threshold.
✓	(4,349)	Within Threshold	Other General	Within Council variance reporting threshold.
✓	0	Within Threshold	Loss on Asset Disposals	Within Council variance reporting threshold.
✗	914,022	Timing	Depreciation	Timing Variance - Depreciation for the 23/24 financial year has not been processed as the Shire awaits the final audit of the Annual Financial Report (including the asset register). Depreciation will not be processed until December/January.
Investing				
✗	(83,480)	Within Threshold	Non-Operating grants, subsidies and contributions	Within Council variance reporting threshold.
✓	0	Within Threshold	Proceeds from disposal of motor vehicles and P&E	Within Council variance reporting threshold.
✓	0	Within Threshold	Proceeds from sale of land	Within Council variance reporting threshold.
✓	0	Within Threshold	Proceeds from sale of minor plant & equipment	Within Council variance reporting threshold.
✗	91,939	Timing	Capex - Land & Buildings	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✗	17,486	Timing	Capex - Furniture & Equipment	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✗	18,654	Timing	Capex - Intangible Assets	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✓	0	Within Threshold	Capex - Motor Vehicles	Within Council variance reporting threshold.
✗	(31,820)	Timing	Capex - Plant	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✗	858,423	Timing	Capex - Infrastructure - Roads	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✗	43,662	Timing	Capex - Infrastructure - Footpaths	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
✗	70,365	Timing	Capex - Infrastructure - Other	Timing - Capital Works Program is yet to substantially commence. See Capital Works Report.
Financing				
✓	0	Within Threshold	Transfer from reserves	Within Council variance reporting threshold.
✗	(18,646)	Timing	Transfer to reserves	Favourable - Due to increase in interest earned.
✗	450	Timing	Lease liabilities principal repayments	Unfavourable - Minor timing variance.
✓	(21,792)	Within Threshold	Loan principal repayment	Within Council variance reporting threshold.
✓	0	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 30 September 2023

NET CURRENT ASSETS

	Positive=Surplus (Negative=Deficit)		
	Budget	Actual	Current
	Last Years Closing	Last Years Closing	30 September 2023
	30 June 2023	30 June 2023	
	\$		\$
Current Assets			
Cash Unrestricted	3,338,628	3,338,628	5,646,032
Cash Restricted - Reserves	3,796,456	3,796,456	3,836,349
Receivables - Rates	86,580	88,209	696,100
Receivables - Other	977,638	976,799	134,559
Receivables - ATO	0	967	37,446
Inventories	28,151	34,072	33,052
Financial assets	18,400	18,400	18,400
	8,245,853	8,253,531	10,401,938
Less: Current Liabilities			
Payables	(448,020)	(429,817)	(296,864)
Payables - ATO	(118,837)	(113,378)	(46,453)
Contract Liabilities - Unspent grants	(783,471)	(783,471)	(998,457)
Employee provisions	(409,042)	(409,043)	(401,389)
Lease liabilities	(8,882)	(6,738)	(4,967)
Long term borrowings	(106,400)	(105,986)	(84,193)
	(1,874,652)	(1,848,433)	(1,832,323)
Net Current Assets	6,371,201	6,405,098	8,569,615
Adjustments to Net Current Assets			
Less: Restricted Cash - Reserves	(3,796,456)	(3,796,456)	(3,836,349)
Less: Current self-supporting loans receivable	(18,400)	(18,400)	(18,400)
Less: Trust Interfund Transfer Account	(72)	(72)	0
Add: Liabilities funded by restricted cash	41,842	41,842	41,842
Add: Current portion of borrowings	106,400	105,986	84,193
Add: Current portion of lease liabilities	8,882	6,738	4,967
	(3,657,804)	(3,660,362)	(3,723,747)
Net Current Assets used in the Statement of Financial Activity	2,713,397	2,744,736	4,845,868

SHIRE OF WONGAN-BALLIDU
ANALYSIS OF DISPOSED ASSETS AS AT 30 SEPTEMBER 2023

Asset No	Budget Net Book Value	Current Budget Sale Proceeds	Budget (Profit) / Loss	Actual Net Book Value	Actual Sale Proceeds	Actual (Profit) / Loss
Land & Buildings						
		-				-
Motor Vehicles						
Ford Ranger (Works Supervisor)	22,750	30,000	(7,250)			-
Iveco Patient Transfer Bus	3,270	6,000	(2,730)			-
			-			-
Plant & Equipment						
Mack Truck (PTK33)	93,223	85,000	8,223			-
Mack Truck (PTK34)	91,000	85,000	6,000			-
Free Roll Attachment (Mtce)	16,000	4,000	12,000			-
Dual Tip Pig Trailer (PTRL20)	9,700	15,000	(5,300)			-
Dual Tip Pig Trailer (PTRL23)	19,800	15,000	4,800			-
Gang Mower (PMOW8)	12,250	8,000	4,250			-
Various obsolete equipment						-
TOTAL	267,993	248,000	19,993	-	-	-
By Program						
Recreation & Culture						
Gang Mower (PMOW8)	12,250	8,000	4,250			-
						-
Transport						
Mack Truck (PTK33)	93,223	85,000	8,223			-
Mack Truck (PTK34)	91,000	85,000	6,000			-
Free Roll Attachment (Mtce)	16,000	4,000	12,000			-
			-			-
Other Property & Services						
Ford Ranger (Works Supervisor)	22,750	30,000	(7,250)			-
Dual Tip Pig Trailer (PTRL20)	9,700	15,000	(5,300)			-
Dual Tip Pig Trailer (PTRL23)	19,800	15,000	4,800			-
Iveco Patient Transfer Bus	3,270	6,000	(2,730)			-
	-	-	-			-
						-
TOTAL	267,993	248,000	19,993	-	-	-
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						
Ford Ranger (Works Supervisor)	60,000	30,000	30,000			-
Iveco Patient Transfer Bus for new bus	96,000	6,000	90,000			-
			-			-
Sub-total	156,000	36,000	120,000			-
Plant & Equipment						
Mack Truck (PTK33) for new truck	309,546	85,000	224,546			-
Mack Truck (PTK34) for new truck	315,000	85,000	230,000			-
Semi-water tanker (PTRL26)	160,000	-	160,000			-
Free Roll Attachment (Mtce)	75,000	4,000	71,000			-
Dual Tip Pig Trailer (PTRL20)	75,000	15,000	60,000			-
Dual Tip Pig Trailer (PTRL23)	75,000	15,000	60,000			-
Gang Mower (PMOW8)	40,000	8,000	32,000			-
Sub-total	1,049,546	212,000	837,546			-
TOTAL	1,205,546	248,000	957,546	-	-	-

SHIRE OF WONGAN - BALLIDU
BORROWINGS AS AT 30 SEPTEMBER 2023

Existing Loans * Denotes (SSL) Self Supporting Loan

Loan No.	Particulars	Recipient	Maturity Date	Proposed Borrowings	Amount Borrowed	Loan Principal Paid in Sep 23	Accrued Int. Due	YTD Interest Paid	Loan Balance @ 30 June 2023	Principal Repayments YTD	Loan Balance @ 30 Sep 23
151A	Aged Persons	Ninan House*	Oct-2032		300,000	-	-	-	208,341	-	208,341
152	Co-Location Construction	Shire	Dec-2039		2,000,000	(21,792)	-	(8,745)	1,706,319	(21,792)	1,684,527
TBA	Volunteer BFB Fire Shed	Shire	-	750,000	-						
TOTAL EXISTING LOANS				750,000	2,300,000	(21,792)	-	(8,745)	1,914,660	(21,792)	1,892,868

Shire Loan Summary
Self Supporting Loan Summary

-	2,000,000	(21,792)	-	(8,745)	1,706,319	(21,792)	1,684,527
750,000	300,000				208,341	-	208,341

Current loan liability
Non current liability
Total Loan Liability

Loan Balance @ 30 Sep 23	SSL	Shire	Total
(84,193)	(18,400)	(65,793)	(84,193)
(1,808,675)	(189,941)	(1,618,734)	(1,808,675)
(1,892,868)	(208,341)	(1,684,527)	(1,892,868)

SHIRE OF WONGAN - BALLIDU															
ANALYSIS OF RESERVE ACCOUNTS AS AT 30 SEPTEMBER 2023															
ADOPTED FULL YEAR'S BUDGET								CURRENT FULL YEAR'S BUDGET				ACTUAL YTD AT 30 SEPTEMBER 2023			
Reserve Description	GL Acct.	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	01935	41,842	41,842	-	-	-	41,842	-	-	-	41,842	-	-	-	41,842
Community Resource Centre Reserve	01989	27,923	27,923	-	-	(15,000)	12,923	-	-	(15,000)	12,923	-	-	-	27,923
Depot Improvement Reserve	01940	10,572	10,572	-	-	-	10,572	-	-	-	10,572	-	-	-	10,572
Historical Publications Reserve	01965	7,126	7,126	-	-	-	7,126	-	-	-	7,126	-	-	-	7,126
Housing Reserve	01955	380,844	380,844	-	-	(200,000)	180,844	-	-	(200,000)	180,844	-	-	-	380,844
Special Projects Reserve	01975	889,102	889,102	85,000	291,670	(250,000)	930,772	85,000	278,522	(250,000)	917,624	39,895	39,895	-	928,997
Patterson Street JV Housing Reserve	01988	59,357	59,357	-	5,000	-	64,357	-	5,000	-	64,357	-	-	-	59,357
Plant Reserve	01945	1,267,997	1,267,997	-	586,459	(998,546)	855,910	-	586,459	(998,546)	855,910	-	-	-	1,267,997
Quinlan Street JV Housing Reserve	01987	59,915	59,915	-	5,000	-	64,915	-	5,000	-	64,915	-	-	-	59,915
Stickland JV Housing Reserve	01986	63,582	63,582	-	5,000	-	68,582	-	5,000	-	68,582	-	-	-	63,582
Swimming Pool Reserve	01970	343,188	343,188	-	-	(120,000)	223,188	-	-	(120,000)	223,188	-	-	-	343,188
Waste Management Reserve	01920	60,366	60,366	-	-	-	60,366	-	-	-	60,366	-	-	-	60,366
Sporting Co-Location Reserve	01990	237,160	237,160	-	-	(103,800)	133,360	-	-	(103,800)	133,360	-	-	-	237,160
Building Asset Management Reserve	01993	347,482	347,482	-	-	(153,000)	194,482	-	-	(153,000)	194,482	-	-	-	347,482
TOTALS		3,796,456	3,796,456	85,000	893,129	(1,840,346)	2,849,239	85,000	879,981	(1,840,346)	2,836,091	39,895	39,895	-	3,836,351

SHIRE OF WONGAN-BALLIDU - CAPITAL WORKS REPORT - 30 SEPTEMBER 2023

COA	Description	Original Budget	Current Budget	YTD Budget	YTD Actual	Order Value	Total Actual	Variance	Indicator	Completion %	Asset Class
04252	Computer Software (F&E) - CAPEX	\$100,000.00	\$100,000.00	\$24,999.00	\$6,345.00	\$93,655.00	\$100,000.00	\$93,655.00		6%	Intangible Assets
04253	Computer Hardware (F&E)- CAPEX	\$13,640.00	\$13,640.00	\$3,408.00	\$0.00	\$0.00	\$0.00	\$13,640.00		0%	Furniture & Equipment
04263	Capex - Chambers ICT Upgrade (F&E)	\$45,000.00	\$45,000.00	\$11,250.00	\$0.00	\$0.00	\$0.00	\$45,000.00		0%	Furniture & Equipment
05232	Capex - Ninan/Hinds BFB Fire Shed	\$750,000.00	\$750,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$750,000.00		0%	Land & Buildings
06010	Cadoux Rec Centre (Buildings) - CAPEX	\$7,500.00	\$7,500.00	\$1,875.00	\$10,900.91	\$0.00	\$10,900.91	-\$3,400.91		145%	Land & Buildings
06408	Community Bus (MV) - CAPEX	\$96,000.00	\$96,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$96,000.00		0%	Motor Vehicles
06415	CRC Capital Expense (Buildings) - CAPEX	\$28,121.00	\$28,121.00	\$7,029.00	\$0.00	\$0.00	\$0.00	\$28,121.00		0%	Land & Buildings
07628	Medical Centre Furniture & Equipment (F&E)- CAPEX	\$30,000.00	\$30,000.00	\$27,500.00	\$26,525.50	\$0.00	\$26,525.50	\$3,474.50		88%	Furniture & Equipment
09066	16 Moore Street (Buildings)- CAPEX	\$20,561.00	\$20,561.00	\$5,136.00	\$0.00	\$0.00	\$0.00	\$20,561.00		0%	Land & Buildings
10808	Cemetery WH Capex (Infras Other) - CAPEX	\$14,500.00	\$14,500.00	\$3,624.00	\$0.00	\$0.00	\$0.00	\$14,500.00		0%	Infrastructure - Other
10815	Community Park Toilets (Buildings)- CAPEX	\$10,113.00	\$10,113.00	\$2,523.00	\$0.00	\$0.00	\$0.00	\$10,113.00		0%	Land & Buildings
10830	Railway Centre Toilets (Buildings)- CAPEX	\$240,000.00	\$240,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$240,000.00		0%	Land & Buildings
11023	Ballidu Hall (Buildings)- CAPEX	\$153,364.00	\$153,364.00	\$38,340.00	\$0.00	\$0.00	\$0.00	\$153,364.00		0%	Land & Buildings
11030	Community Park WH (Infras Other)- CAPEX	\$23,540.00	\$23,540.00	\$5,883.00	\$0.00	\$0.00	\$0.00	\$23,540.00		0%	Infrastructure - Other
11034	Federation Park (Cadoux) - Capex	\$20,337.00	\$20,337.00	\$5,079.00	\$0.00	\$0.00	\$0.00	\$20,337.00		0%	Land & Buildings
11210	WH Swimming Pool (Infrastructure Other) - CAPEX	\$120,000.00	\$120,000.00	\$30,000.00	\$0.00	\$50,604.55	\$50,604.55	\$120,000.00		0%	Infrastructure - Other
11470	Gang Mower (P&E) - CAPEX	\$40,000.00	\$40,000.00	\$9,999.00	\$0.00	\$0.00	\$0.00	\$40,000.00		0%	Plant & Equipment
11610	Radio & Television Tower (Buildings) - CAPEX	\$58,906.00	\$58,906.00	\$14,724.00	\$16,679.11	\$0.00	\$16,679.11	\$42,226.89		28%	Land & Buildings
11620	W.H. Recreation Complex (Buildings) - CAPEX	\$106,211.00	\$106,211.00	\$26,550.00	\$5,994.05	\$9,255.73	\$15,249.78	\$100,216.95		6%	Land & Buildings
11621	Ballidu Sports Complex (Buildings) - CAPEX	\$9,800.00	\$9,800.00	\$2,448.00	\$0.00	\$0.00	\$0.00	\$9,800.00		0%	Land & Buildings
11622	Economic Stimulus Project	\$40,000.00	\$40,000.00	\$9,999.00	\$0.00	\$0.00	\$0.00	\$40,000.00		0%	Infrastructure - Other
12080	Depot Bldg. Capital (Buildings) - CAPEX	\$26,192.00	\$26,192.00	\$6,546.00	\$0.00	\$3,181.82	\$3,181.82	\$26,192.00		0%	Land & Buildings
12610	Trucks - CAPEX	\$624,546.00	\$624,546.00	\$0.00	\$0.00	\$633,562.59	\$633,562.59	\$624,546.00		0%	Plant & Equipment
12629	Sundry Plant and Equipment (CAPEX)	\$40,000.00	\$40,000.00	\$9,999.00	\$3,123.38	\$0.00	\$3,123.38	\$36,876.62		8%	Plant & Equipment
12631	Dual Pig Trailer- P & E (CAPEX)	\$151,000.00	\$151,000.00	\$0.00	\$0.00	\$150,000.00	\$150,000.00	\$151,000.00		0%	Plant & Equipment
12633	Free Roll Attachment (Capex)	\$75,000.00	\$75,000.00	\$18,750.00	\$67,445.00	\$0.00	\$67,445.00	\$7,555.00		90%	Plant & Equipment
12634	Capex - Water Tankers	\$160,000.00	\$160,000.00	\$0.00	\$0.00	\$153,328.42	\$153,328.42	\$160,000.00		0%	Plant & Equipment
13610	Museum - CAPEX	\$43,724.00	\$43,724.00	\$10,929.00	\$0.00	\$0.00	\$0.00	\$43,724.00		0%	Land & Buildings
14411	Works Co-Ordinator Utility (Motor Vehicles) - CAPEX	\$60,000.00	\$60,000.00	\$0.00	\$0.00	\$59,090.91	\$59,090.91	\$60,000.00		0%	Motor Vehicles
14414	14 Ellis Street - CAPEX	\$8,630.00	\$8,630.00	\$2,157.00	\$7,845.45	\$0.00	\$7,845.45	\$784.55		91%	Land & Buildings
14841	Purchase of Old School Oval (CAPEX)	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00		0%	Land & Buildings
14866	Capex - Purchase of land & buildings for development	\$200,000.00	\$200,000.00	\$0.00	\$0.00	\$0.00	\$0.00	\$200,000.00		0%	Land & Buildings
14885	Lot 162 Danubin St - CAPEX	\$40,113.00	\$40,113.00	\$10,023.00	\$0.00	\$0.00	\$0.00	\$40,113.00		0%	Land & Buildings
14932	Gravel Pits - Capex	\$83,449.00	\$83,449.00	\$20,859.00	\$0.00	\$59,429.64	\$59,429.64	\$83,449.00		0%	Infrastructure - Other
40100	CRC Capital Expenditure Furniture & Equipment - CAPEX	\$7,420.00	\$7,420.00	\$1,854.00	\$0.00	\$6,879.00	\$6,879.00	\$7,420.00		0%	Furniture & Equipment
AROAD	RRG Funded Capital Roadworks (Infras Roads)	\$1,074,795.00	\$1,114,240.00	\$278,523.00	\$39,521.89	\$26,642.45	\$66,164.34	\$1,074,718.11		4%	Infrastructure - Roads
BROAD	R2R Funded Capital Roadworks (Infras Roads)	\$769,341.00	\$769,341.00	\$192,279.00	\$68,652.44	\$26,490.32	\$95,142.76	\$700,688.56		9%	Infrastructure - Roads
DROAD	Own Funded Capital Footpaths (Infras footpaths)	\$174,665.00	\$174,665.00	\$43,662.00	\$0.00	\$0.00	\$0.00	\$174,665.00		0%	Infrastructure - Footpaths
EROAD	Own Funded Capital Roadworks (Infras Roads).	\$314,014.00	\$314,014.00	\$78,474.00	\$71,031.83	\$24,369.82	\$95,401.65	\$242,982.17		23%	Infrastructure - Roads
GROAD	Wheatbelt Secondary Freight Network Roadworks (Infra Roads)	\$2,900,574.00	\$2,900,574.00	\$665,736.00	\$177,382.48	\$12,128.18	\$189,510.66	\$2,723,191.52		6%	Infrastructure - Roads
		\$8,881,056.00	\$8,920,501.00	\$1,570,157.00	\$501,447.04	\$1,308,618.43	\$1,810,065.47	\$8,419,053.96		6%	

Asset Class	Original Budget	Current Budget	YTD Budget	YTD Actual	PO	Total Actual	Variance	Indicator	Completion %
Land & Buildings	\$1,923,572	\$1,923,572	\$133,359	\$41,420	\$12,438	\$53,857	\$1,882,152		2%
Furniture & Equipment	\$96,060	\$96,060	\$44,012	\$26,526	\$6,879	\$33,405	\$69,535		28%
Intangible Assets	\$100,000	\$100,000	\$24,999	\$6,345	\$93,655	\$100,000	\$93,655		6%
Motor Vehicles	\$156,000	\$156,000	\$0	\$0	\$59,091	\$59,091	\$156,000		0%
Plant & Equipment	\$1,090,546	\$1,090,546	\$38,748	\$70,568	\$936,891	\$1,007,459	\$1,019,978		6%
Infrastructure - Roads	\$5,058,724	\$5,098,169	\$1,215,012	\$356,589	\$89,631	\$446,219	\$4,741,580		7%
Infrastructure - Footpaths	\$174,665	\$174,665	\$43,662	\$0	\$0	\$0	\$174,665		0%
Infrastructure - Other	\$281,489	\$281,489	\$70,365	\$0	\$110,034	\$110,034	\$281,489		0%
	\$8,881,056.00	\$8,920,501.00	\$1,570,157.00	\$501,447.04	\$1,308,618.43	\$1,810,065.47	\$8,419,053.96		6%

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

SHIRE OF WONGAN - BALLIDU
INVESTMENT REPORT FOR 30 SEPTEMBER 2023

MUNICIPAL INVESTMENTS

Matured Municipal Investments

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
Total of matured municipal investments							\$ -	\$ -	\$ -	\$ -	\$ -

Current Municipal Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160485	Westpac Online Saver Account	1/07/2023					\$ 1,301,017.67	\$ 4,050,000.00	\$ 9,237.41	\$ 5,360,255.08	\$ 9,237.41
Total of current municipal investments							\$ 1,301,017.67	\$ 4,050,000.00	\$ 9,237.41	\$ 5,360,255.08	\$ 9,237.41

RESERVE INVESTMENTS

Matured Reserve Investments

Invest No.	Name	Maturity date	Particulars	From	To	Days	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
Total of matured reserve investments							\$ -	\$ -	\$ -	\$ -	\$ -

Current Reserve Investments

Invest No.	Name	Maturity	From	To	Days	Interest Rate	Opening Investment	Transfers in/out	YTD Interest	Closing Balance	Interest Realised
036-177 160629	Westpac Reserve Saver	1/07/2023					\$ 2,715,126.70	\$ 1,081,328.17	\$ 39,894.54	\$ 3,836,349.41	\$ 39,894.54
Total of reserve investments and cash							\$ 2,715,126.70	\$ 1,081,328.17	\$ 39,894.54	\$ 3,836,349.41	\$ 39,894.54

Total of matured municipal and reserve investment							\$ -	\$ -	\$ -	\$ -	\$ -
Total of current municipal and reserve investment and cash							\$ 4,016,144.37	\$ 5,131,328.17	\$ 49,131.95	\$ 9,196,604.49	\$ 49,131.95

SHIRE OF WONGAN-BALLIDU					
BANK RECONCILIATIONS FOR 30 SEPTEMBER 2023					
	Total	Municipal (01106+01102)	Trust (21100)	Reserve (01105)	Cash On Hand (01101)
Opening Balance	7,473,903.06	3,614,601.44	35,315.56	3,823,136.06	850.00
Add: Receipts	2,848,410.78	2,835,197.40		13,213.38	
Unallocated Deposits	-	-			
Transfers In/(Out)	-				
Transfers In/(Out)	-				
	-				
Less: Payments - EFT & Cheques	(803,975.40)	(803,975.40)			
Payments - Bank Fees	(641.04)	(641.04)			
Adjustments & Transfers	(0.03)	(0.03)			
Unallocated payments	-	-			
Balance as per General Ledger	9,517,697.37	5,645,182.37	35,315.56	3,836,349.44	850.00
Balance as per Bank Statements	313,273.80	277,958.24	35,315.56		
Balance as per Bank Deposit Certificates	3,836,349.41	-		3,836,349.41	
Balance as per Holder Certificates	5,361,105.08	5,360,255.08			850.00
Add: Outstanding Deposits	6,969.05	6,969.05		-	
Adjustments - Unallocated deposits	-				
	-				
	-				
Less: Unpresented Payments	-	-			
	-				
Adjustments & Transfers	0.03	-		0.03	
Rounding	-				
Balance as per Cash Book	9,517,697.37	5,645,182.37	35,315.56	3,836,349.44	850.00

SHIRE OF WONGAN - BALLIDU RATES AND CHARGES OUTSTANDING 30 SEPTEMBER 2023				
		Rates and Charges Raised for 2023/2024	\$ 3,361,515.00	Rates and service charges - raised 07.08.23
		Arrears 1 July 2023	\$ 145,028.00	
Rates and Charges Outstanding Breakdown				
Total Amount Outstanding		30-Sep-23	\$ 800,046.00	22.82%
Outstanding same time last year		30-Sep-22	\$ 784,517.00	22.70%
SUNDRY DEBTORS OUTSTANDING 30 SEPTEMBER 2023				
Debtors Ageing Summary				
Current			\$ 3,294.36	
30 Days			\$ 3,399.98	
60 Days			\$ 7,163.31	
90 Days & Over			\$ 57,605.16	\$55,860 (Firm, see below)
Credit Balance			\$ (34,150.18)	
Total Outstanding			\$ 37,312.63	
Accounts 90 Days & Over:				
Date	Dr No.	Comments	Amount	
30/06/2021	1382	Refund	\$ 55,860.40	Company in administration - Proof of debt submitted. Update - Liquidator has notified creditors that 2 cents in the dollar is likely. Provision for bad debt has been made at 30 June 2023 and debt will go to Council to be formally written off in 2023/24.
30/06/2022	1535	Private Works	\$ 467.51	Letter requesting payment has been sent. Follow up with debt collection.
9/05/2023	1575	Boomer Advertising	\$ 59.85	Credit note completed. Contacted to arrange payment
29/06/2023	1176	Medical Centre Room Hire	\$ 68.25	Spoke to them in person 29/9/23 and emailed outatanding invoice 5/10/23
29/06/2023	228	Private Works	\$ 318.35	Contacted 5/10/23 to arrange payment
26/06/2023	1555	Medical Centre Room Hire	\$ 68.25	Contacted 5/10/23 to arrange payment
27/06/2023	1069	Wongan Hills Refusal Site	\$ 762.55	Paid 5/10/2023
Total			\$ 57,605.16	

MONTHLY FINANCIAL HEALTH CHECK

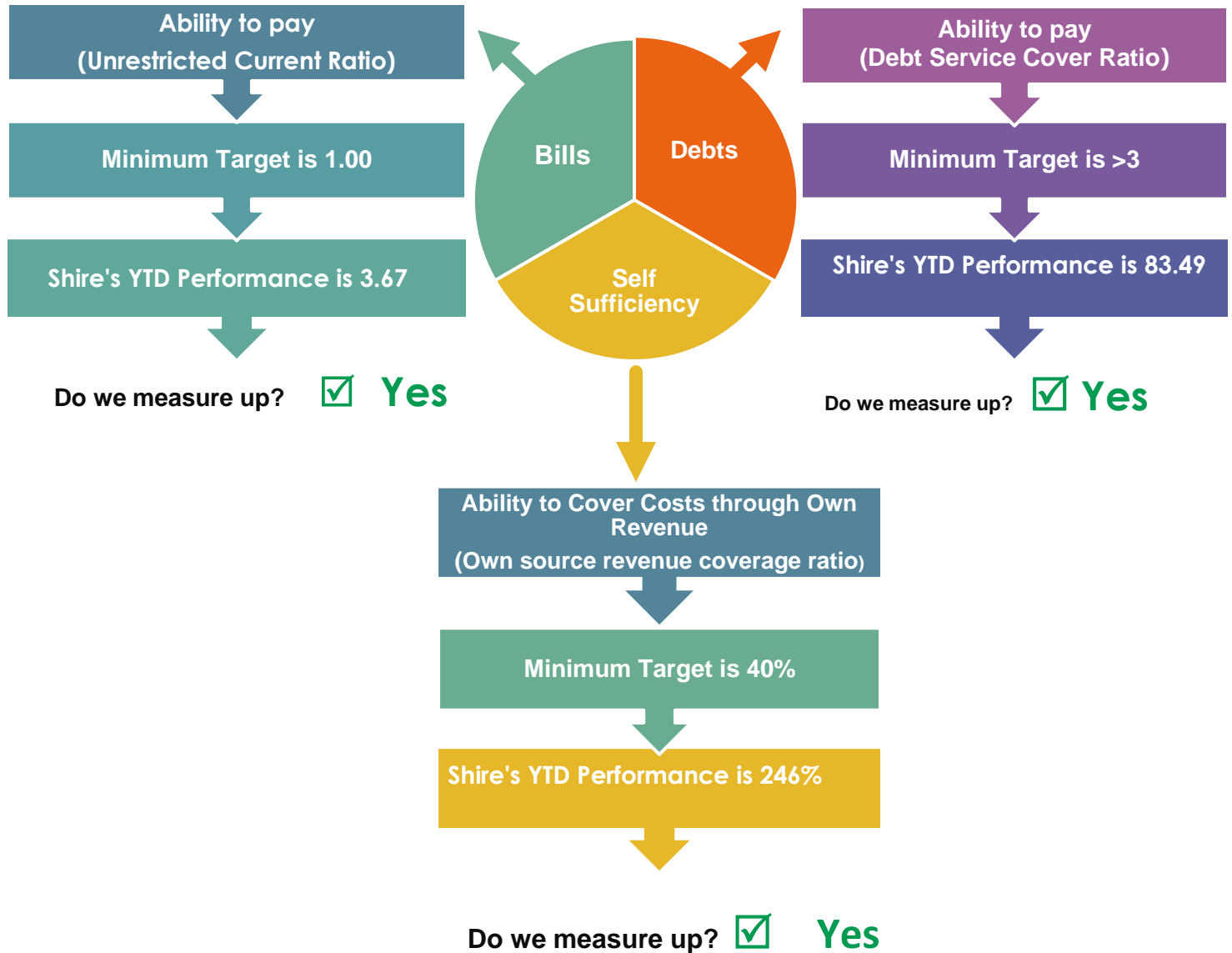


As at 30 September 2023

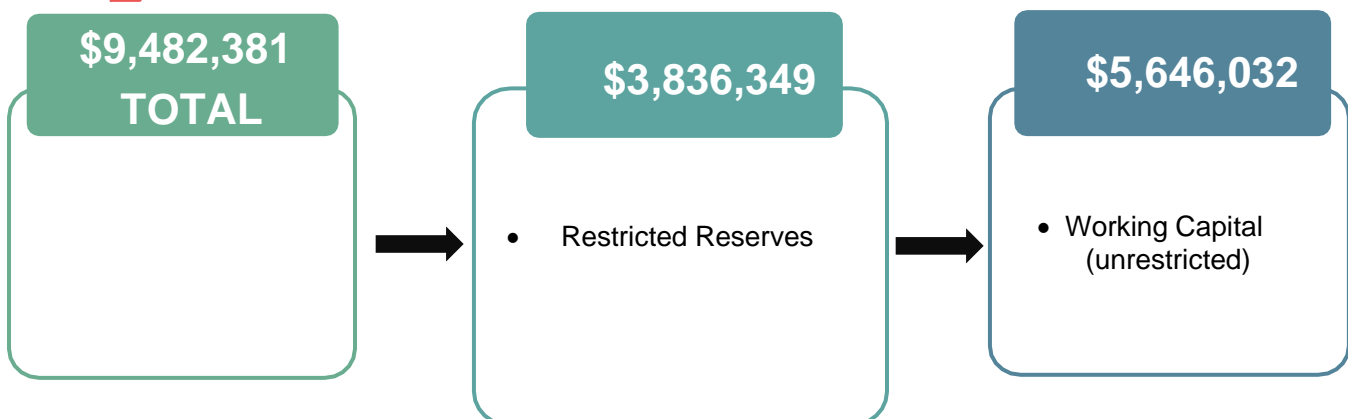
Highlighting how the Shire of Wongan-Ballidu is
tracking against financial ratios

Financial Snapshot (Year to Date)	Actual
Operating Revenue	\$4,084,203
Operating Expenditure (Including Non-Cash Items)	(\$1,534,686)
Non-Cash Items	\$0
Capital Revenue	\$116,520
Capital Expenditure	(\$501,448)
Loan Repayments	(\$21,792)
Lease Liability Principal Repayments	(\$1,770)
SSL Reimbursements	\$0
Transfers (to)/from Reserves	(\$39,895)
Surplus Brought Forward 1 July 2023	\$2,744,736
Current Municipal Surplus	\$4,845,868

Financial health indicators



Cash in the bank



▶ How are we tracking against our budgeted targets?

Adjusted Operating Surplus

A measure of the Shire's ability to cover its operational costs including depreciation and have funds left over to cover capital expenditure (including principal loan repayments) without relying on debt or reserves.

Minimum Target is 1%

Shire's YTD Performance is 67.59%

Do we measure up? ☒ Yes

- Adjusted operating surplus and self-sufficient ratios are high in the earlier part of the year due to rates being fully billed in August. However, as the year progresses, operating expenditure will continue to draw on this revenue source reducing to target by 30 June 2024.

Asset Sustainability Ratio

Measures if the Shire is replacing or renewing existing non-financial assets at the same rate that its overall asset stock is wearing out.

Minimum Target is 90%

Shire's YTD Performance is N/A

Do we measure up? N/A

- Cannot be calculated until depreciation is processed, which will not occur until December/January once the final audit is completed.

9.3 WORKS AND SERVICES

9.3.1 BALLIDU PROGRESS GROUP ENTRANCE STATEMENTS

FILE REFERENCE:	
REPORT DATE:	17 September 2023
APPLICANT/PROPONENT:	Shire of Wongan-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Stephen Casey (MWS)
ATTACHMENTS:	NIL

PURPOSE OF REPORT:

This agenda item pertains to the suggested installation of new entrance statements within the road reserve of the Northam-Pithara Road. Although the Northam-Pithara Road is not under the jurisdiction of The Shire of Wongan-Ballidu, the application process mandated by Main Roads (MRWA) necessitates approval from the Local Government. The agenda will encompass the rationale behind the signage, its planned design and placement, possible challenges that might emerge, and any requisite approvals.

BACKGROUND:

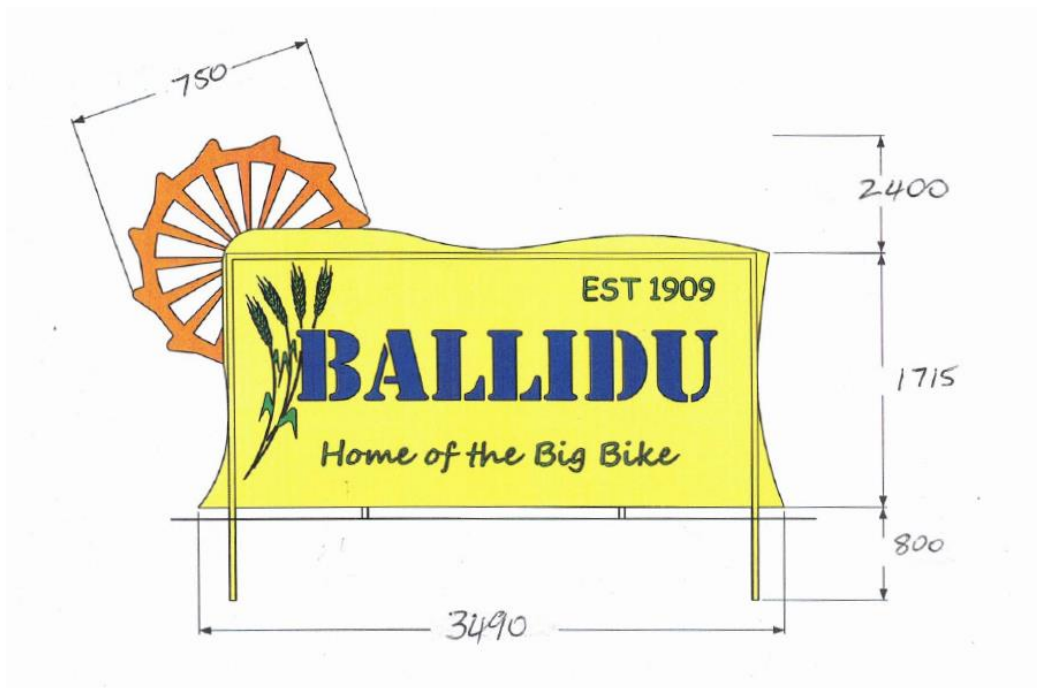
In September 2022, The Ballidu Progress Group presented a proposal to The Shire of Wongan-Ballidu during the Ballidu Council Meeting, suggesting the installation of entrance statements at both the southern and northern entrances to Ballidu. Given that the road reserve falls under the management of MRWA (Main Roads Western Australia), The Progress Group is obligated to seek permission from MRWA to install signage within their designated road reserve.

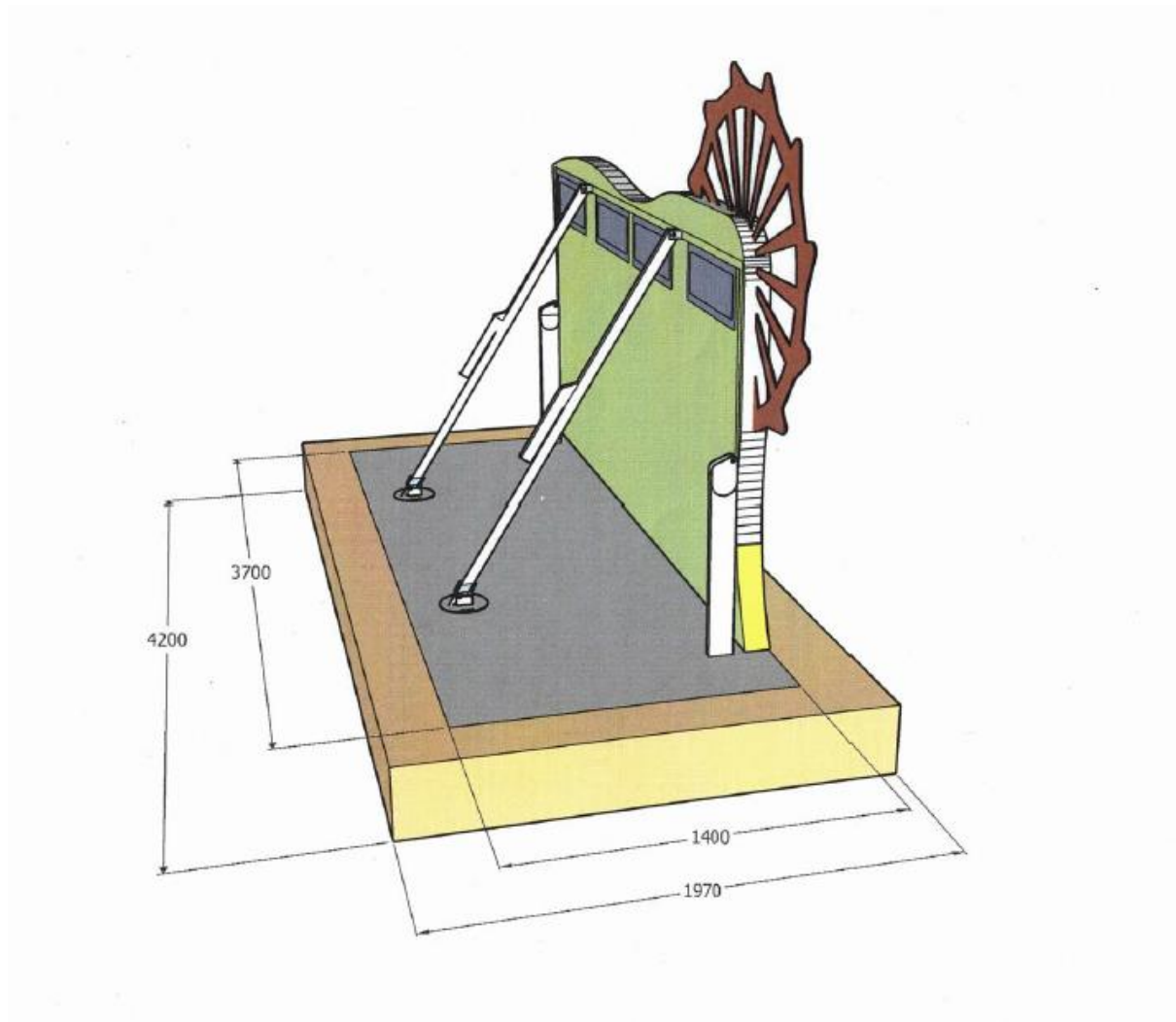
The Shire has taken the responsibility of facilitating the application process with MRWA on behalf of The Ballidu Progress Group. As part of the application process with MRWA, Local Government approval is necessary.

COMMENT:

The proposed signs are intended to bring advantages to The Ballidu Township. Since the management of the road reserve falls under MRWA, The Shire of Wongan-Ballidu will not bear any responsibility for the placement or continuous upkeep of the signs. The evaluation and determination of this matter rest solely with MRWA. Following the submission of the application, if MRWA grants approval, they will impose any necessary conditions as deemed appropriate.

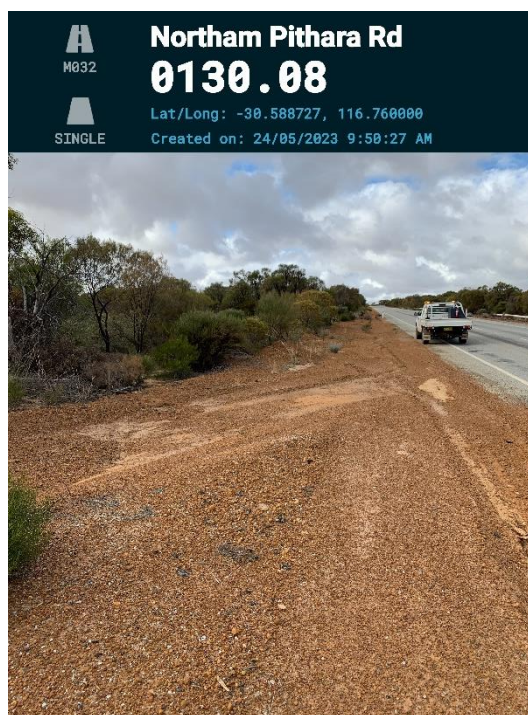
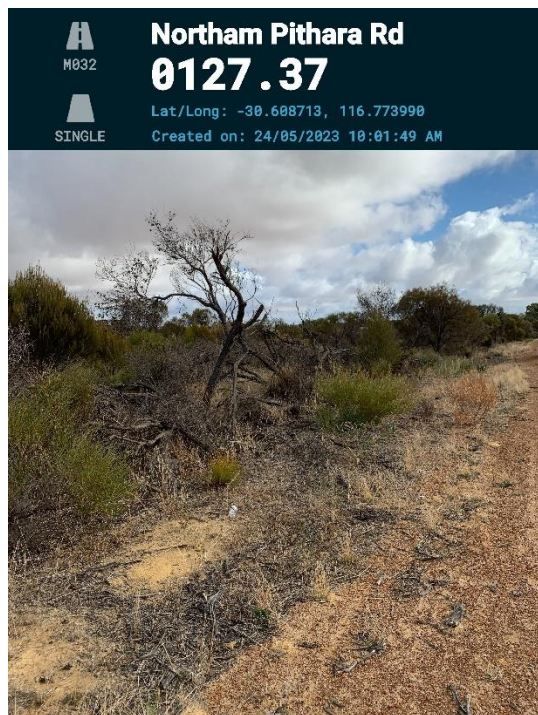
An example of the signs can be seen below:





The signage will feature a rustic colour scheme, 3D lettering placed over the "Ballidu" section of the sign and include a limestone base with internal lighting to illuminate the sign's interior.

Ballidu Progress Group are proposing two (2) signs, one located south of town at SLK127.37 and one north of town at SLK130.08, subject to MRWA approval.



Considering the signs' size and non-fragile nature, they must be positioned 10 meters away from the white line along the bitumen verge.

CONCLUSION

Given that the agreement for the installation of the signage will involve the road reserve owner (MRWA) and the sign owner (The Ballidu Progress Group), The Shire of Wongan-Ballidu will not bear any specific responsibility or incur ongoing maintenance expenses.

POLICY REQUIREMENTS:

NIL

LEGISLATIVE REQUIREMENTS:

NIL

STRATEGIC IMPLICATIONS:

NIL

SUSTAINABILITY IMPLICATIONS:

- Environment
There are no significant environmental implications.
- Economic
There are no significant economic implications.
- Social
There are no significant social implications.

VOTING REQUIREMENTS: Simple Majority Required

ABSOLUTE MAJORITY REQUIRED: No

STAFF RECOMMENDATION:

That Council

1. SUPPORT the Ballidu Progress Group application with MRWA to install two (2) Entrance Statements along the Northam-Pithara Road.

9.4 HEALTH, BUILDING AND PLANNING

9.4.1 REQUEST TO WAIVE FEES – CIVIC CENTRE BOOKING FEES, YOUTH CARE

FILE REFERENCE:	A616
REPORT DATE:	18 October 2023
APPLICANT/PROPONENT:	YouthCARE Wongan Hills-Ballidu
OFFICER DISCLOSURE OF INTEREST:	Nil
PREVIOUS MEETING REFERENCES:	Nil
AUTHOR:	Melissa Marcon – Manager of Regulatory Services
ATTACHMENTS:	Letter – YouthCARE

PURPOSE OF REPORT:

To consider a request from the applicant to waive fees associated with the booking of the Wongan Hills Civic Centre, Park Place, Wongan Hills for the annual YouthCARE Carols by Candlelight.

BACKGROUND:

In 2022 Council waived the booking fee for the Wongan Hills Civic Centre for the annual YouthCARE Carols by Candlelight.

COMMENT:

A letter has been received 16 October 2023 from YouthCARE Wongan Hills-Ballidu requesting the fees to hire the Civic Centre be waived for their annual Carols by Candlelight event in December 2023.

The fee was waived in previous years and has a very minimal financial impact on the Shire's financial position.

The booking fee for the Wongan Hills Civic Centre is set by Council every financial year. This booking comes under 'Local Community (Not-for-profit) includes P&C Student Activities - No Door Fees Charged (No Alcohol) – Full Day (4 Hours +) for the amount of \$55.

POLICY REQUIREMENTS:

There are no Policy Requirements associated with this item.

LEGISLATIVE REQUIREMENTS:

Section 6.12(1)(b) of the *Local Government Act 1995*.

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 proposal.
- **Social**
There are no known social implications associated with this item.

FINANCIAL IMPLICATIONS:

Council will forgo \$55 in fees and charges revenue annually (subject to annual increase).

VOTING REQUIREMENTS: Simple Majority

ABSOLUTE MAJORITY REQUIRED: No

OFFICER RECOMMENDATION:

That Council

1. APPROVE in perpetuity, the request to waive fees that would otherwise be payable by YouthCARE Wongan Hills-Ballidu for their annual Carols by Candlelight event, including the \$55 that would be payable for 2023/24 and all future years.

12th October 2023

Wongan Ballidu Shire
Quinlan St
Wongan Hills WA 6603



Dear Stuart and Shire Councilors,

Thank you so much for waiving the cost for the YouthCARE Carols by Candlelight last year. Our committee continues to organize the Community Christmas Carols / Carols by Candlelight for over 10 years.

The Civic Centre Courtyard is the perfect venue for this event, as it is slightly protected from the wind, means that small children are kept safe and the steps provide a perfect 'stage' for the musicians.

All of our organisers and our musicians are volunteers. Some years we are able to secure musicians from Perth and other years, our local community members kindly step up to share their musical skills to provide a lovely gathering for all who want to celebrate the music of Christmas. We don't charge for this event. Rotary provide reasonably priced and delicious hamburgers for dinner. Some years we have candles available for sale.

Our committee would like to ask you to consider waiving the cost of hiring the Lessor Hall for this community event again this year, which we are planning to hold on Sunday evening the 10th December.

Thank you for considering our request. May your Christmas be filled with joy, love and music.

Kind regards,



Karen Box
Chairperson/Secretary
YouthCARE Council, Wongan Hills
0455 060 050

Pam Boase
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9.4.2 APPLICATION FOR DEVELOPMENT APPROVAL P537 – CHANGE OF USE LUNCH BAR LOT 33, NO. 7 ALPHA STREET, BALLIDU

FILE REFERENCE:	P537/A1126
REPORT DATE:	16 October 2023
APPLICANT/PROPONENT:	Wes Stevens
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 a Development Approval for a change of use to a 'Lunch Bar' for the former old Ballidu Fuel Station at 7 Alpha Street, Ballidu.

BACKGROUND:

The applicant is seeking Council's development approval for a change of use to open a Lunch Bar at Lot 33, 7 Alpha St, Ballidu.

Lot 33, 7 Alpha Street, Ballidu comprises a total area of approximately 0.1022 hectares. The property has two existing single buildings and an outbuilding. The single building facing Alpha Street, is where the Lunch Bar is proposed. Previously this was the old Ballidu Fuel Station.



Google Maps 16/10/2023

COMMENT:

The applicant is requesting permission to establish a Lunch Bar at No. 33, 7 Alpha Street, Ballidu, and has put forth the following proposals:

1. Offering pre-packaged items such as pies, pasties, cakes, sandwiches, and non-alcoholic beverages.
2. Suggested operating hours:
 - Monday, Wednesday, Friday: 8 am to 10 pm
 - Tuesday, Thursday, Saturday, Sunday: 12 noon to 10 pm
3. Indoor and alfresco dining options, including seating on the footpath against the wall to accommodate pedestrian traffic.

The Zone Objectives for the development and use of any land classified 'Rural Townsite' zone are as follows:

- To provide for a range of land uses that would typically be found in a small country town.
- To maintain a small-town atmosphere.

The establishment of a Lunch Bar in a small country town like Ballidu can have several potential benefits that contribute to maintaining a small-town feel and atmosphere:

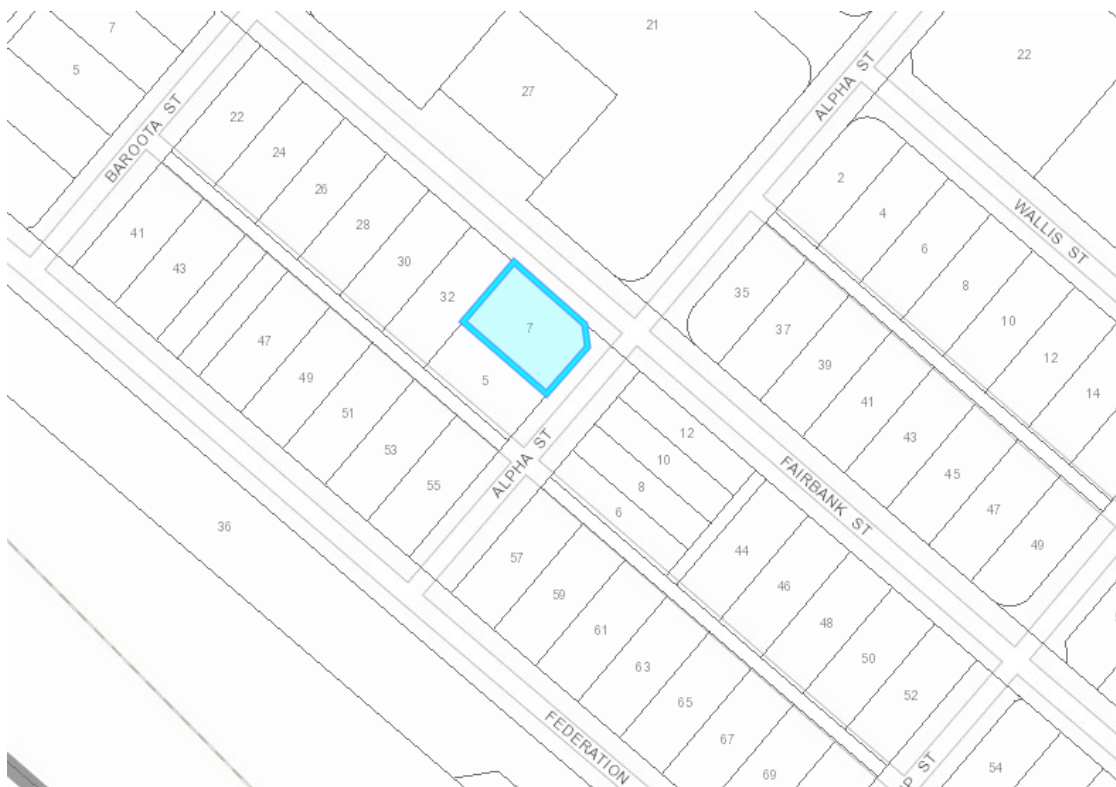
- Community Gathering Place: It can serve as a central gathering spot for residents, offering a place to meet, socialise, and foster a sense of community.
- Increased Foot Traffic: The presence of a Lunch Bar can attract visitors and residents, potentially increasing foot traffic in the town centre, which can positively impact local businesses.
- Convenience: Offering pre-packaged products and dining options can provide convenience to the residence, reducing the need to travel to larger towns for basic food needs.
- Support for Local Producers: Lunch Bars often source ingredients locally, which can support local farmers and suppliers, strengthening the local economy.
- Enhanced Services: Providing access to non-alcoholic drinks and food items can be particularly helpful for residents and visitors who may not have other immediate options for such services.

Situated within the Ballidu townsite, the planned development is encompassed by residential properties and neighbouring small-town businesses, including the local agricultural supply shop including tyres, tavern, Post Office and the Ballidu Hall.

The minimum boundary setback for 'Rural Townsite' zone is:

- 6m from the front,
- 1.5m from the rear; and
- 1.5m from the side.

As this is an existing structure that was constructed prior to the local land planning schemes coming into place this clause is exempt.



Consultation

As this development falls under the 'A' use category as outlined in the Shire of Wongan Ballidu Local Planning Scheme No 5, it is required to follow the advertising requirements specified in section 64 of the Planning and Development (Local Planning Schemes) Regulations 2015, which have been met. The application was publicised by distributing letters to 62 landowners within the town of Ballidu. Additionally, a notice was published in the local newspaper, the *Wonga-Balli Boomer*. The advertising period for development applications extended for 14 days, commencing from October 4, 2023, and concluding on October 19, 2023.

During the consultation period, seven (7) submissions were received, with one of those not supporting the proposal.

The one submission who disagreed wasn't personally affected. They were more concerned about how the new development might affect nearby businesses and their income, not a case that can be considered.

Carparking

Section 4.8.5 of LPS5 states the following:

Car parking unless otherwise provided by the Scheme, all non-residential development is required to provide marked and onsite car parking. Local government shall determine car parking requirements having regard to the nature of the development, the number of vehicles likely to be attracted to the development and the maintenance of desirable safety, convenience, and amenity standards.

Given that the previous use of this site was a petrol station, a change of purpose would still necessitate customers to park and walk into the shop to access convenience items. It's important to acknowledge that this location serves both residential and commercial purposes, which exempts it from the aforementioned requirement.

Council has previously considered a development application in Fairbank Street, Ballidu where the condition to provide onsite parking as outlined in Section 4.8.5 of the LPS5 was over-turned. This has set a precedence for future development applications. It is fair to say that there is ample parking in Alpha Street, Ballidu to accommodate customers needs.

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.

This development has been assessed as low risk and is recommended to be approved subject to conditions.

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

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**

A centre of this nature would provide more visitors to the town of Ballidu providing economic benefit to local businesses.

➤ **Social**

A centre of this nature would provide cultural and social benefit to the land and broader community.

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 landowner.

VOTING REQUIREMENTS:

ABSOLUTE MAJORITY REQUIRED: Yes

OFFICER RECOMMENDATION:

That Council:

1. APPROVE the Development Application for the establishment of a Lunch Bar at Lot 33, 7 Alpha Street, Ballidu subject to the following conditions:

Conditions

1. Prior to Occupation the applicant shall submit a Food Registration Form for approval by the Environmental Health Officer.

Advice Note:

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:
4. Shire of Wongan Ballidu Annual Firebreak Notice, all land zoned Residential, Rural Townsite and Commercial is required to reduce all annual grass and herbage to a height of no more than 75mm.
5. Shire of Wongan Ballidu Health Local Law
6. 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.

7. The proposed dwelling is required to comply in all respects with the National Construction Code of Australia. Plans and specifications which reflect these requirements must be submitted to the Shire with the building permit application.
8. 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.
9. 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. 4 and may result in legal action being initiated by the local government.
10. 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.

9.5 COMMUNITY SERVICES

Nil

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

Item 11. MATTERS FOR WHICH THE MEETING MAY BE CLOSED

Item 12. CLOSURE